|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Client:**  ${AP\_ClientName} | | **Client ID#:** ${AP\_ClientCBRef} | | |
| **Audited site address:**  ${AP\_CompanyLocation\_1} | |  | | |
| **Activity:** ${AP\_AuditTypeName} | **No. Employees:** ${AP\_CompanyEmployees} | | **Audit Days (on site):**  ${AP\_DurationOfAudit} | **Audit dates:** ${AP\_DateFrom} - ${AP\_DateTo} |

|  |  |  |
| --- | --- | --- |
| Audit Criteria:  Standard(s): ☒ISO 22716: 2007 Cosmetic Good Manufacturing Practices Guidelines  ☐Other(s), specify | | |
| Audit type: | ☒Initial Audit  ☐Special Surveillance  ☐Extension Audit  ☐Combined | ☐Surveillance n° 1  ☐Recertification  ☐Integrated |
| Audit scope: ${AP\_CompanyScope} | | |
| Document(s) required to be reviewed during the audit:  1-Updated GMP - Cosmetics system and its corresponding procedures.  2-Corrective action plans and records.  3-Relevant product safety programs, such as SSOP, supplier assessment, recall and pest control programs and their records, etc.  4-Relevant routine production, training, QA/QC and monitoring records, etc.  **Note: The organization must have active production processes falling within the scope of certification** | | |
| Audit language: English | | |
| Audit team: Lead auditor: Robert Low | | |
| **Surveillance Audits** - one stage audit– Evaluation of the conformance and implementation of the management system with applicable standard(s) as well evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements in order to determine if the facility can be recommended for Certification. | | |

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| --- | --- | --- |
| **Date:** | **Time(s):** | **Processes/Functions** |
| ${AP\_Plan\_R}  ${AP\_Plan\_Day} | ${AP\_Plan\_StartTime} | **${AP\_Plan\_Category}**  ${AP\_Plan\_Description} |

|  |  |  |  |
| --- | --- | --- | --- |
| Signed by Lead Auditor: | Robert low | Date: | ${AP\_Created} |

*\* Intertek shall keep confidentiality for all information related to auditee’s business and does not disclose any such information to a third party without the written consent of auditee.*