


SZUTEST		AUDIT PLAN		
Company Name	DINAS PARIWISATA DAN EKONOMI KREATIF PROVINSI NUSA TENGGARA TIMUR			File No
Headquarter Address:	Jl. Frans Seda 2 No.72, Kayu Putih, Kec. Oebobo, Kota Kupang, Nusa Tenggara Timur. 85228			
Production Site and Other Addresses	NA			
Telephone:	(0380) 826384	Fax:	(0380) 826384	Audit Date
Management Representative	Kadin	Number of employee:	22	01.12.2023
Audit Type	Surveillance 2	Audit Criteria Related standart	ISO 9001:2015	
Audit Man/Day:	1.0 MD, Online	Excluded Articles of Standard /Non-applicable of standard :	Clause 8.3	
The audit objectives : <ol style="list-style-type: none"> 1. Determination of the conformity of the client's management system, or parts of it, with audit criteria; 2. Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements; 3. Evaluation of the effectiveness of the management system to ensure the client organization is continually meeting its specified objectives; 4. In case it is applicable, identification of areas for potential improvement of the management system. 				
Scope	PROVISION OF ADMINISTRATION STATE I.E. TOURISM AND CREATIVE ENTERPRISE OFFICE			
Lead Auditor	Temter Ganda	Auditor	-	
		Technical Expert / Candidate Auditor / Observer	-	
		Islamic Affairs Expert	-	
Time	Related Process	Audit Criterias Relavant Standard Clauses	Interviewee	Related Auditor
08:00 - 08:30	Opening Meeting		All	All
08:30 - 09:00	Management Interview - Kepala DINAS (organization contex, leadership, policy, resources)	4.1, 4.2, 4.3, 4.4, 5.1, 5.2, 5.3, 6.1, 6.2, 7.1, 7.2, 7.3, 7.4, 8.2, 8.4, 8.5.6, 9.1, 9.2, 9.3, 10.1, 10.3		Temter
09:00 - 10:00	Sekretaris	5.3, 6.1, 6.2, 7.1, 7.1.2, 7.1.3, 7.1.4, 7.1.6, 7.2, 7.3, 7.4, 7.5, 8.5.1, 8.5.5, 8.5.6, 9.1.3, 9.2, 9.3, 10.2		Temter
10:00 - 11:00	Bidang Destinasi Pariwisata	6.1, 6.2, 6.3, 7.1, 7.4, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.5.1, 8.5.2, 8.5.3, 8.5.5, 8.5.6, 8.7, 9.1.1, 9.1.2, 10.2		Temter
11:00 - 12:00	Bidang Industri Pariwisata dan Ekonomi Kreatif	6.1, 6.2, 6.3, 7.1, 7.4, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.5.1, 8.5.2, 8.5.3, 8.5.5, 8.5.6, 8.7, 9.1.1, 9.1.2, 10.2		Temter
12:00 - 13:00	Break			
13:00 - 14:00	Bidang Pemasaran Pariwisata	6.1, 6.2, 6.3, 7.1, 7.4, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.5.1, 8.5.2, 8.5.3, 8.5.5, 8.5.6, 8.7, 9.1.1, 9.1.2, 10.2		Temter

14:00 - 15:00	Bidang Kelembagaan Pariwisata Ekonomi Kreatif	6.1, 6.2, 6.3, 7.1, 7.4, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.5.1, 8.5.2, 8.5.3, 8.5.5, 8.5.6, 8.7, 9.1.1, 9.1.2, 10.2		Temter
15:00 - 15:30	Auditor Meeting		All	All
15:30 - 16:00	Closing Meeting		All	All

Note 1: In case, you approve the audit plan prepared by the information declared above, and to the audit team delegated, kindly send back to the attention of SZUTEST, by confirming the relevant section of audit plan. If you have any objection regarding to audit plan or audit team, please inform us with your appropriate justification. In case there is any amendment on aforementioned company information and its scope, kindly notice this amendment by completing FR.SB.67 Amendment Notification Form available throughout www.szutest.com.tr and delivering the relevant official evidences of amendment.

Note2: Is there any requirement to have Personal Protective Equipments within the frame of Occupational Health and Safety precautions? Yes ☒ No ☐

If yes; Are the Personal Protective Equipments be supplied within the frame of Occupational Health and Safety precautions? Yes ☒ No ☐

	Audit Plan Sent By	Audit Plan Approved By
Name-Surname:	Temter Ganda	
Date and Signature:	 24.11.2023	0.2023