

<b>Audit Plan Type: Surveillance Audit</b>		<b>Report (SMO) Number &amp; plan Rev No:</b> <b>3757028, 3757030/0</b>	
<b>Client</b>	<b>PT TRAKINDO UTAMA</b>		
<b>Address and locations</b>	<b>Head Office:</b> Gedung TMT 1, 10 – 17th Floor. Jl. Cilandak KKO No. 1 Jakarta, Indonesia 12560  <b>Sampling Branches: Berau, CRC Balikpapan, Pontianak, BSD, Makassar</b>		
<b>Audit Criteria</b> <i>(policies, procedures or requirements including applicable certification standards and regulatory requirements)</i>	<b>ISO 14001:2015, ISO 45001:2018</b>		
<b>Audit Scope</b>	The provision of heavy equipment and engine solutions (Sales, Service, Parts, and Rental)		
<b>Audit Objective</b>	The objective of the assessment is to conduct a surveillance assessment and look for positive evidence to ensure the elements of the scope of certification and the requirements of the management standard are effectively addressed by the organization's management system and that the system is demonstrating the ability to support the achievement of statutory, regulatory and contractual requirements and the organizations specified objectives, as applicable with regard to the scope of the management standard, and to confirm the on-going achievement and applicability of the forward strategic plan		
<b>Opening Meeting Date / Time</b>	04.09.2023 / 09.00 (each site)	<b>BSI Team and accompanying personnel:</b>	
<b>Closing Meeting Date / Time</b>	08.09.2023 / 16.00	<b>Leader</b>	Wisnu Tri Anindita (WTA)
<b>Company Representative</b>	Mr Suwono, Ms Shinta	<b>Member(s)</b>	Husnul Aulia Alamudy (HA) Eri Pradhana Bharata (EPB) Andri Nugroho (AN) Ade Haris Mustafa (AHM)
<b>Date Plan submitted to Client</b>	08/08/2023	<b>Others</b>	T73; EMS : 7.5 mandays, OHS : 10 mandays
<b>Audit Language</b>	Indonesian	<i>Translation Arrangements: N/A</i>	

Date	Time	Auditor/ Auditee	Process/Area/Function	Clause
<b>Berau - Lati</b>				
<b>03/09/2023 : AN, AHM Travel Jakarta - Berau</b>				
<b>Day 1, 04/09/2023</b>	09.00	AN, AHM	<b>Opening Meeting</b>	4 - 10
	09.30	AN	Branch Manager & SHE	4 - 10
	09.30	AHM	Sales	6 - 10
	12.00	All	Break	
	13.00	AN	Continue SHE	6 - 10
	13.00	AHM	Parts, include Warehouse & Equipment Management	6 - 10
	14.00	AN	Services	6 - 10
	17.00	All	End of audit Day 1	
<b>Day 2, 05/09/2023</b>	09.00	AN	Finance	4 - 10
	09.00	AHM	HRGA / HC	6 - 10
	10.30	All	Summary report.	
	11.00	All	Pre-Closing meeting at site	
	12.00	All	End of audit Day 2	
	12.00	All	Travel to Balikpapan	

Date	Time	Auditor/ Auditee	Process/Area/Function	Clause
<b>Makassar</b>				
<b>03/09/2023 : EPB Travel Jakarta - Makassar</b>				
<b>Day 1, 04/09/2023</b>	09.00	EPB	<b>Opening Meeting</b>	4 - 10
	09.30	EPB	Branch Manager & SHE	4 - 10
	12.00	EPB	Break	
	13.00	EPB	Continue SHE	6 - 10
	14.00	EPB	Sales	6 - 10
	17.00	EPB	End of audit Day 1	
<b>Day 2, 05/09/2023</b>	09.00	EPB	Services	6 - 10
	10.30	EPB	Finance	6 - 10
	12.00	EPB	Break	
	13.00	EPB	Parts, include Warehouse & Equipment Management	6 - 10
	17.00	EPB	End of audit Day 2	
<b>Day 3, 06/09/2023</b>	09.00	EPB	HRGA / HC, Finance	4 - 10
	10.30	EPB	Summary report.	
	11.00	EPB	Pre-Closing meeting at site	
	12.00	EPB	End of audit Day 3	
	12.00	EPB	Travel to Jakarta	

Date	Time	Auditor/ Auditee	Process/Area/Function	Clause
<b>Pontianak</b>				
<b>04/09/2023 : WTA Travel Surabaya – Pontianak; HA Travel Jakarta - Pontianak</b>				
<b>Day 2, 05/09/2023</b>	09.00	WTA, HA	<b>Opening Meeting</b>	4 - 10
	09.30	WTA	Branch Manager & SHE	4 - 10
	09.30	HA	Sales	6 - 10
	12.00	All	Break	
	13.00	WTA	Continue SHE	6 - 10
	13.00	HA	Parts, include Warehouse & Equipment Management	6 - 10
	14.00	WTA	Services	6 - 10
	17.00	All	End of audit Day 2	
<b>Day 3, 06/09/2023</b>	08.30	WTA	Finance	4 - 10
	08.30	HA	HRGA / HC	6 - 10
	10.00	WTA, HA	Top Management, by Ms Team	4, 5, 6, 7
	10.30	All	Summary report.	
	11.00	All	Pre-Closing meeting at site	
	12.00	All	End of audit Day 3	
	12.00	All	Travel to Jakarta	

Date	Time	Auditor/ Auditee	Process/Area/Function	Clause
<b>CRC Balikpapan</b>				
<b>Day 3, 06/09/2023</b>	09.00	AN, AHM	<b>Opening Meeting</b>	4 - 10
	09.30	AN	Technical Manager & SHE	4 - 10
	09.30	AHM	Services - Rebuild	6 - 10
	12.00	All	Break	
	13.00	AN	Continue SHE	6 - 10
	13.00	AHM	Continue Services - Rebuild	6 - 10
	17.00	All	End of audit Day 1	
<b>Day 4, 07/09/2023</b>	09.00	AN, AHM	Parts	4 - 10
	10.30	All	Summary report.	
	11.00	All	Pre-Closing meeting at site	
	12.00	All	End of audit Day 4	
	12.00	All	Travel to Jakarta	
<b>BSD</b>				
<b>Day 4, 07/09/2023</b>	09.00	WTA, HA, EPB	<b>Opening Meeting</b>	4 - 10
	09.30	WTA	Branch Manager & SHE	4 - 10

Date	Time	Auditor/ Auditee	Process/Area/Function	Clause
	09.30	HA	Sales	6 - 10
	09.30	EPB	Parts, include Warehouse & Equipment Management	6 - 10
	12.00	All	Break	
	13.00	WTA	Continue SHE	6 - 10
	13.00	HA	Services	6 - 10
	13.00	EPB	HRGA / HC	6 - 10
	14.00	WTA	Finance	6 - 10
	15.30	All	Summary report	
	16.00	All	Pre-Closing meeting at site	
	17.00	All	End of audit Day 4	
<b>Jakarta Head Office</b>				
<b>Day 5, 08/09/2023</b>	09.00	WTA, HA, AN, AHM	Opening Meeting at HO	
	09.30	WTA	Management System, SHE	4 - 10
	09.30	HA	Sales (Construction & Forestry Agriculture) - HO	6 - 10
	09.30	AN	Sales (Mining, Power System) - HO	6 - 10
	09.30	AHM	Supply Chain (SCCP, Parts Supply Chain)	6 - 10

Date	Time	Auditor/ Auditee	Process/Area/Function	Clause
	11.30	All	Break	
	13.00	All	Continue morning agenda	
	15.00	All	Report preparation	
	16.00	All	Closing Meeting HO & All Sites (By Ms Team)	
	17.00	All	End of audit	

**Remote auditing, translation and multiple auditor streams:** Client confirmation that the above multiple auditor streams and/or audit language / translation arrangements and/or remote auditing arrangements are accepted and can be supported with client resources/IT infrastructure:

Information security measures agreed with client:



Client Representative Name: Mr. Suwono; Client signature/email: \_\_\_\_\_ Date : 8 August 2023

This audit may be conducted in English/Local language but would be reported in English unless otherwise stated. BSI maintains strict confidentiality concerning all information gained from undertaking its business (A copy of the auditors confidentiality statement is available upon request).