

Document Number : 001

Report Date : Feb 20, 2006

Prepared by :

C.C. Wong

1. Background :	<i>Audit objectives were to find out any non-compliance of work practices that caused by staff, and provided appropriate correction and prevention for all NC items. Audit areas were mainly the factory and office in Hong Kong.</i>
2. Audit Planning :	<i>Internal audit was conducted according to the audit schedule and all audit team members were greatly contributed their effort to the audit. (Refer separate audit schedule for further details)</i>
3. Audit Results :	<i>There was no issued of Corrective Action Report (CAR) to any departments or functions in Hong Kong factory and office. However, there were totally 4 observation items issued during the internal audit</i>
4. Recommendations / Comments :	<i>All observation items will be improved by relevant department managers within the desired time schedule, and look forward our next time of internal audit in August to achieve the continual improvement respectively.</i>