

ACCOUNTING & BOOK KEEPING

Factory Sanitation Audit

Document Checklist for Accounting & Book Keeping

Professional assistance for Factory Sanitation Audit, covering eligibility review, document checklist, application preparation, filing coordination and follow-up support.

Documents Required

- Business registration/incorporation proof
- Site plan and layout of the factory premises
- Details of sanitation and hygiene practices followed
- Waste management and disposal records
- Water supply and testing records
- Employee health and hygiene training records
- Pest control records, if applicable
- Applicable licences (Factory Licence, FSSAI, etc.), as relevant

Note: The above list indicates commonly required documents. Additional documents may be requested depending on the specific scope of engagement. Expert Registration confirms the exact requirement after a brief consultation.