

Process/Product Audit Checklist

Cust #:	10	Customer:	Heil	GRP/Size/GRD/Width:	HRS/250/SS50/12.64/8.64
PWL:	PK3	W/O#:	111237	Date:	1-29-20
		Part #(s):	126-4501	Auditor:	John Foster
Gauge Range:	.235-.265	Actual Gauge:	.241	Width Range:	5.06-5.18
		Width Actual:	5.127		
Length Range:	11-11.12	Length Actual:	11.071	Other:	3.69-3.81
		Other Actual:	3.73		
Other:	NT	Other Actual:	N/A	Other:	N/A
		Other Actual:	N/A		
Item	YES	NO	N/A	Comments/Action Taken (Required for NO)	
Process Inspection Sheets filled out according to frequency and sampling required?	✓				
Correct raw material type and size?	✓			Tag(s) to use: 235462 + 235858 Tag(s) used: 11	
Setup performed according to W/O?	✓				
Product is acceptable according to customer-specific requirements? [Fab: Is the Part Print Present & the correct Revision? Are required measurements documented?]	✓			[Fab: Print Rev: D, W/O Rev: D, Part Spec Rev: D] (Leave blank if non-Fab audit)	
Packaging is acceptable according to customer-specific requirements?	✓				
Visual Inspection performed and product meets requirements?	✓				
Out of spec noted, with actions taken?			✓		
Non-conforming material put into reject warehouse and physically put into non-conforming area?			✓		
Required gages available & functional?	✓				
All Gages Calibrated (List in Comments)	✗			Gages Observed (list last calibration and when due) 1219-FAB '19 DUE FEB '20 16105847 - JUNE '19 DUE JUNE '20	
Housekeeping: Machine/Floor clean? Loose tags & paperwork cleaned up?		✓		there were water bottles and boards in the floor / he cleaned area after audit	
Required PPE being worn?	✓				
Forms are the latest revision per Quality Intranet?	✓			List Forms (Observed Rev vs Intranet Rev) 641020 REV 1 VS REV 1 641059 CAN 0 VS REV 0	
Hardcopy Controlled Documents are listed on Quality Intranet by location?	✓			List Documents and their Location: NONE	