

Process/Product Audit Checklist

Oct 17

Cust #. 3036 Customer: Munters GRP/Size/GRD/Width: SSC/22/3042B/48"
PWC: LST W/O# 4677 Date 10/17/17 Part #(s): STE60007-32 Auditor: Don B
Gauge Range: .028-.032 Actual Gauge: .028 Width Range: 48"-48.25" Width Actual: 48"
Length Range: 132"-132.18" Length Actual: 132" Other: N/A Other Actual: N/A
Other: N/A 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 <u>frequency</u> and <u>sampling</u> required?	<input checked="" type="checkbox"/>			
Correct raw material type and size?	<input checked="" type="checkbox"/>			Tag(s) to use: <u>8022</u> Tag(s) used: <u>8022</u>
Setup performed according to W/O?	<input checked="" type="checkbox"/>			
Product is acceptable according to customer-specific requirements? [Fab: Is the Part Print Present & the correct Revision? Are required measurements documented?]	<input checked="" type="checkbox"/>			[Fab: Print Rev: _____, W/O Rev: _____, Part Spec Rev: _____] (Leave blank if non-Fab audit)
Packaging is acceptable according to customer-specific requirements?	<input checked="" type="checkbox"/>			
Visual Inspection performed and product meets requirements?	<input checked="" type="checkbox"/>			
Out of spec noted, with actions taken?			<input checked="" type="checkbox"/>	
Non-conforming material put into reject warehouse and physically put into non-conforming area?			<input checked="" type="checkbox"/>	
Required gages available & functional?	<input checked="" type="checkbox"/>			
All Gages Calibrated (List in Comments)	<input checked="" type="checkbox"/>			Gages Observed (list last calibration and when due) <u>Mic 043 7-17 Thru 1-18</u> <u>Tape 04 7-17 Thru 1-18</u>
Housekeeping: Machine/Floor clean? Loose tags & paperwork cleaned up?	<input checked="" type="checkbox"/>			
Required PPE being worn?	<input checked="" type="checkbox"/>			
Forms are the latest revision per Quality Intranet?	<input checked="" type="checkbox"/>			List Forms (Observed Rev vs Intranet Rev) <u>LYN-F-001</u>
Hardcopy Controlled Documents are listed on Quality Intranet by location?	<input checked="" type="checkbox"/>			List Documents and their Location: <u>LYN-F-001-Server</u>