

Process/Product Audit Checklist

Cust #: <u>2996</u>		Customer: <u>Bush Hog</u>		GRP/Size/GRD/Width: <u>MRS/12/LSB/6.875x9.79/1096w</u>	
PWC: <u>624</u>		W/O#: <u>127469</u>		Date: <u>11/13/20</u>	
Part #(s): <u>30070531</u>		Auditor: <u>C. Mathis</u>			
Gauge Range: <u>.0966-.1126</u>		Actual Gauge: <u>.0975</u>		Width Range: <u>9.76-9.82</u>	
Width Actual: <u>9.79</u>					
Length Range: <u>6.94-6.90</u>		Length Actual: <u>6.87W</u>		Other: <u>N/A</u>	
Other Actual: <u>N/A</u>		Other: <u>N/A</u>			
Other Actual: <u>N/A</u>		Other Actual: <u>N/A</u>			

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?	✓			
Correct raw material type and size?	✓			Tag(s) to use: <u>217028</u> Tag(s) used: <u>217028</u>
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: <u>0.2</u> , W/O Rev: <u>0.2</u> , Part Spec Rev: <u>0.2</u>] (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) <u>Caliper - 6007 - JULY '20 DUE JULY '21</u> <u>Micrometer - 71009 - NOV '20 DUE NOV '21</u> <u>Tape Measure - 71009 - NOV '20 DUE NOV '21</u>
Housekeeping: Machine/Floor clean? Loose tags & paperwork cleaned up?	✓			
Required PPE being worn?	✓			
Forms are the latest revision per Quality Intranet?	✓			List Forms (Observed Rev vs Intranet Rev) <u>60070 Rev 0 vs Rev 0</u>
Hardcopy Controlled Documents are listed on Quality Intranet by location?	✓			List Documents and their Location: <u>Front Office, Break Room, and Production</u> <u>Quality Intranet</u> <u>60070 Rev 0 vs Rev 1</u>

Operator couldn't find Company Policy or work Procedure

Shown Both operators where to find Both in the PIT program