JEMISON DEMSEY Internal Audit Process Worksheet

Process Title: CT Owner: P. Macias

Process Controlling Documentation: (Procedures, Work Instructions, Control Plans, Work Orders, Specifications, Flowcharts, etc.)

8.11 / SOP. 1 Work order PN 58911 Part spec 1247 / 3GA x 37 x 117

Related Process Linkages: (Related processes, parties, who/what else supports the process?)

Cut to Length / Shear / operator (Terry Wright)

Process Inputs: (Customer requirements, supplies, materials, schedules, plans, documents, etc.)

W/O 58911, CTL Procedure, Step Gauge ST. 5 Tape measure 03-03

Process Outputs: (Documents, records, customer requirements, materials, products, services, etc.)

FOP 081 3.1 FG Tags SM 35459 - SM 35463, 935466 - 935477

Metrics Used to Determine Process Efficiency: (Key QMS measureables)

Flatness = Step Gauge ST-5 / Part spec 1247/3GAx37x117

Delivery Performance

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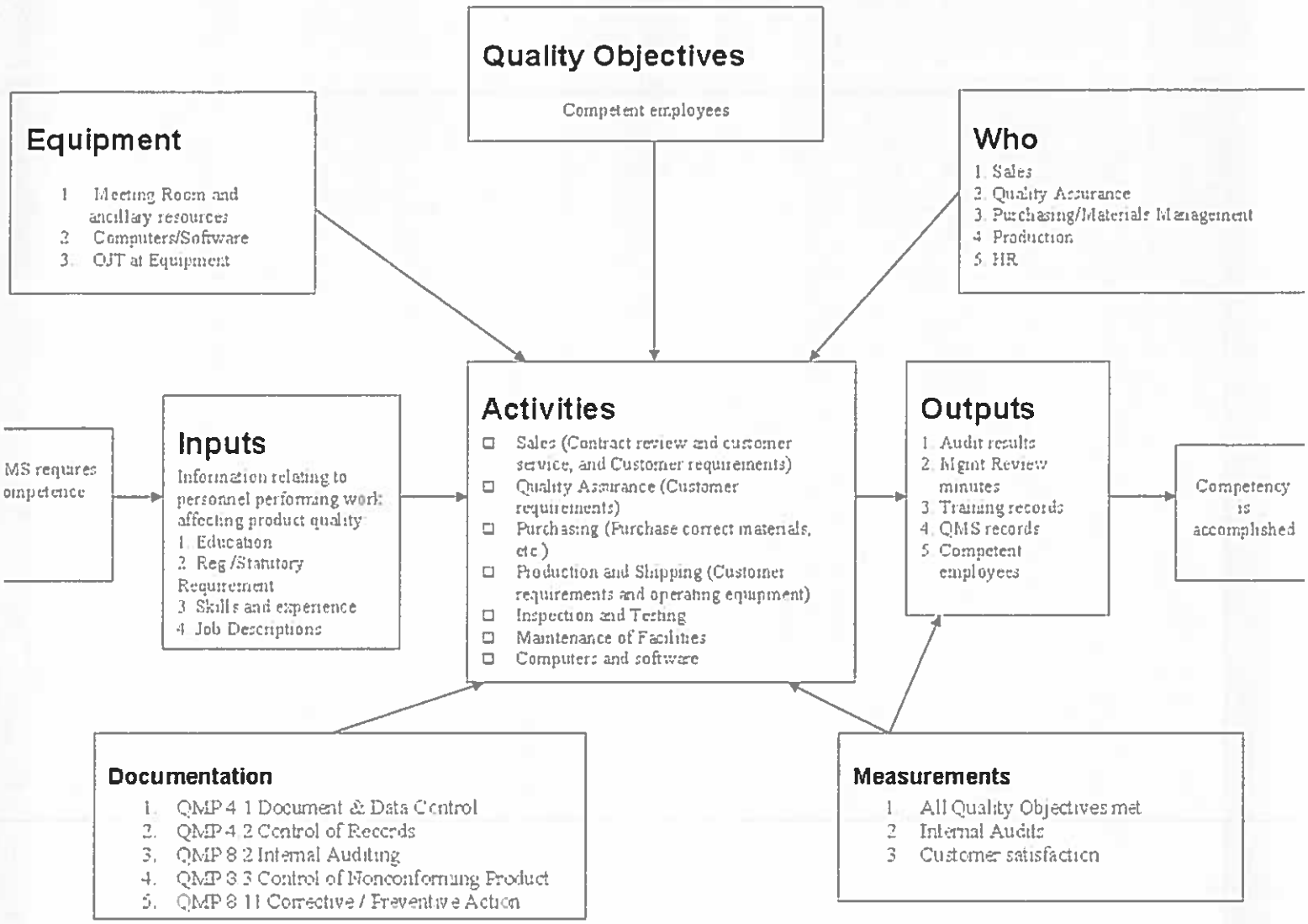
Audit Evidence / Other Personnel Interviewed	Comments / C=Conforms NC=Nonconforming O=Observation
Step Gauge ST-5	C
Material Produced in SVC	C
Training Documented on form 6.2-4 Rev 3 5,13,14	C

Auditor(s): _____

Location/Dept.: _____ Date: _____ Shift: _____

SOP #1 Training



= VERSION CLICK HERE

sion History

	Section	Description	Revision
6/10	Revision Block	Changed to standard date/revision format.	A
9/09	n/a	n/a	Original

QMP 8.11 Corrective & Preventive Action

1.0 Purpose

1.1 To establish a method for obtaining corrective action when serious or repetitive deficiencies exist regarding products and internal processes / rejections, subcontracted services and/or customer complaints/rejections.

1.2 To initiate preventive action when historical quality data indicates a potential problem may occur. The difference between corrective and preventive action is that corrective action is concerned with actual nonconformances; preventive action is concerned with potential nonconformances and elimination of non-value added steps (Lean Manufacturing).

1.3 To identify and establish the use of the Quality Alert system.

2.0 Scope

The applicability is limited to items contained in Purpose, steps 1.1, 1.2 and 1.3.

3.0 Applicable Documents

3.1 Control of Quality Records – QMP 4.2
3.2 Management Review – COP 1
3.3 Internal Auditing - QMP 8.2
3.4 Control of Nonconforming Material – QMP 8.3

4.0 Applicable Records

4.1 FIT Case System
4.2 JDM-F-002 "Quality Alert"

5.0 Responsibility

5.1 Originator

5.1.1 Any employee can initiate, or cause to have initiated, a case in FIT Case System for implementation of Corrective/Preventative Action, as required.

5.1.2 Quality Alerts are initiated by the QMR. The responsibility for the administration of the Quality Alert system lies with the QMR or their designee.

5.2 Corrective/Preventive Action Administrator (QMR)

5.2.1 Determines if a formal corrective action is necessary in FIT Case System.

5.2.2 Determines if a formal preventive action is necessary in FIT Case System.

5.2.3 Corrective/Preventive Action Requests are manually logged into FIT Case System.

5.2.4 Assigns resolution responsibility.

5.2.5 Reviews new and open corrective action requests at the Management Review Meeting.

5.2.6 Schedules follow-up audit (if necessary) to verify/validate effectiveness of corrective action in accordance with QMP 8.2, Internal Auditing.

5.3 Purchasing

5.3.1 A Corrective/Preventative Action Request that is written to a supplier must be initiated by QMR and reviewed by Purchasing for concurrence, as appropriate.

5.4 Responsible Manager

5.4.1 Assigned with leading the team and/or resolving the problem and implementing effective corrective/preventive action.

6.0 Application

6.1 The QMR reviews the request and determines if it warrants a formal root/cause analysis, beyond the FIT Case System. Requests that do not enter the formal corrective action system are handled through MRB and the FIT Case System.

6.2 The Responsible Manager shall do the following:

6.2.1 State the reason for the deficiency.

6.2.2 List specific short-term (if necessary) and long-term corrective action that is to be taken to eliminate recurrence of the problem. The implementation date must be indicated.

6.2.3 The Preventive Action/Verification section of the Corrective/Preventative Action Request will be filled out with verifiable objective evidence.

6.2.4 The Corrective/Preventative Action is to be forwarded to QMR on or before the indicated target date. Extensions can be granted when extenuating circumstances dictate.

6.2.5 After the corrective/preventive action has been implemented, the QMR will authorize a follow-up audit if necessary, to determine if the solution has effectively solved the problem.

6.2.6 If the corrective/preventive action is determined to be effective, approval is indicated by closing the Claim Resolution/NCR.

6.2.7 Corrective/Preventative Action(s) results are presented at Management Review Meetings.

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Revision History

Date	Section	Description	Revision
10/09/12	6.1	Removed reference to Salesforce.com, new software is FIT Case System	C
11/04/11	Purpose/Scope/Resp.	Updated to reflect the addition of the Quality Alert System. (Changes Underlined)	B
08/06/10	All	Removed references to Salesforce.com, new software is FIT Case System	A
11/09/09	n/a	n/a	Original

By: pmaci	At: SMT	Date: 18Nov15	Time: 07:29

Customer Specification Remarks

Typ	Remarks
P	TO ELIMINATE CROSS BOW USE COMBINATION
P	OF OVER PENETRATION ON ENTRY AND BACK
P	UP ADJUSTMENTS. (SEE PAT M. WITH QUESTIONS) =
P	==========
P	
P	
P	cut a 37" x width piece to shear 1" off of all
P	four sides to check flatness of 35" x 35"
P	customer finished good size. This is to be done at
P	the same frequency as the procedural flatness
P	check
P	
P	
P	BANDED ON RUNNERS
P	
P	MAX 3.500" HEIGHT STCACKED SHEETS
P	
P	OVER HEAD CRANE UNLOAD
P	
P	EACH BUNDLE MUST BE TAGGED WITH : PO# MATERIAL

1-Copy Cus 2-Change Rmk 3-Review Rmk 4-Copy Tmpl

JEMISON METALS

Corrective Action Report

Case#	10032	**Date Created**	10/2/2015
Branch	SMT	**Created By**	Patrick Macias
Assigned Responsibility	Quality	**Customer**	ENERSYS
Internal/External	External		

Has finished goods inventory been checked for the same issue? Yes

Problem Description:
(Who,What,Where,When)

Crossbow of over .125" on part number 3GA X 37 X 117 delivered to Enersys

Root Cause Of Issue:
(Why)

Incorrect set up of leveler.

Interim Responsible Patrick Macias **Implementation Date:** 10/2/2015

Plan:

Nonconforming material to be returned to Jemison. All skids for this part on floor inspected. Non conforming material moved into reject. All other material segregated and placed on inspection jobs.

Permanent Responsible Marion Pitts, Patrick Macias **Implementation Date:** 10/3/2015

Plan:

All skids to be "tested" by shearing one piece to the same size as Enersys parts. Mimicking both dimensions and location in master sheet of part to confirm flatness will meet customer requirements before and after Enersys processing. Notes added to part spec to test for all future runs of this size to test in same fashion.
Quality Manager to watch production at Enersys of Jemison material for this part number from next three deliveries.

Material Disposition	Rework		
Audit Date 1	10/5/2015	**Outcome 1**	Pass
Audit Date 2	-----	**Outcome 1**	-----
Audit Date 3	-----	**Outcome 1**	-----

Follow Up:

Part spec note checked and training to new spec completed 10/5/15 PVM
Enersys was unable to schedule production runs ahead so that Jemison quality could watch the runs. 10/21/15 PVM
Confirmed part spec followed 11/12/15 PVM

Complete No **Closed** No

Jemison Metals On-The-Job (OJT) Group Training Form

EMAIL completed form to HR for filing. Maintain original on location.

Continual Learning is key to Continual Improvement in the JM QMS. This Form recognizes that:

(Attendees):

Print Name	Initial	Print Name	Initial
Marion Pitts	MP		
Trelvin Grant	TG		
Joseph Kruger	JK		
Beverly Clem	BC		
Terry Wright	TW		
David Mac.2S	[illegible]		
[illegible]	CD		

have successfully completed OJT for:

Department: Operations

Subject: Enersys CA 10032

Training Start Date: 10-5-15

Training Completion Date: 10-5-15

Signature of Trainer: [signature]

According to this document, the OJT for these individuals have been trained and have demonstrated sufficient competence to conduct the documented function/task without further instructions. Continued performance evaluation and observation could result in additional training being specified.

12Nov15 14:46 J O B W O R K O R D E R SMT 58911
(R E P R I N T)

Jemison Metals - Sumter
1255 North Gate Drive
Sumter, SC 29154
Tel: 803-481-0707 Fax: 803-481-0713

Job Type LEV Process PWC SCT
Metric N Cust
Desc 115618 ENERSY.229X37X117.00
Due Date 11Nov15 Whs SFG
Setup 00:00 Run 02:22 Prtd By rclar

<<< JOB SPECIFICATIONS >>>

Group POS Grade CS10M Gauge 0.2290 (0.2290 to 0.2350) ID 0.0000

REPRINT TO RUN SECOND COIL ORDER APPLIED

<<< ORDER SPECIFICATIONS >>>

Ord SMT 115618- 3 Cust ENERSYS Ga 0.2290 Wth 37.0000 Lth 117.0000
Part 1247/3GA X 37 X 117 Ga 0.2290 Wth 37.0000 Lth117.0000
Ga Rng 0.2290to 0.2350 Pc/Tag 15
WthTol + 0.9999 - 0.0000 Wt/Skd
LthTol + 0.1250 - 0.1250 Ty JD2 Pk .
WAVE:0.00-.12 BOW:0.00-.12 FLATN:0.00-.12
SQUA:0.00-.12
. *******
TO ELIMINATE CROSS BOW USE COMBINATION
OF OVER PENETRATION ON ENTRY AND BACK
UP ADJUSTMENTS. (SEE PAT M. WITH QUESTIONS) =

cut a 37" x width piece to shear 1" off of all four sides to check flatness of 35" x 35" customer finished good size. This is to be done at the same frequency as the procedural flatness check

BANDED ON RUNNERS

MAX 3.500" HEIGHT STCACKED SHEETS

OVER HEAD CRANE UNLOAD

EACH BUNDLE MUST BE TAGGED WITH : PO# MATERIAL

DESCRIPTION SIZE , QUANTITY LOT, HEAT# AND DATE OF PRODUCTION

MARK WITH WHITE PAINT ON CORNER OF EACH SKID

MATERIAL IS SURFACE CRITICAL: NO PITTS NO GOUGES NO RUST, NO CROSS BREAK OR ANY OTHER IMPERFECTIONS

MUST BE FLAT!!

********** FLATNESS TOL **********

THICKNESS	-- WIDTH	-- LENGTH
.044-.180	-- 12"-48"	-- TO 96" = 1/8"IN 8'
THICKER	-- WIDER	-- LONGER = 1/4"IN 8'

Material Inspection Report

LOCATION	Sumter	DATE	11/18/2015
CUSTOMER	enersys	JOB # SMT	58911
			Page 1

	Order Dim		Tolerances		Tolerances	Low Limit	High Limit
Gauge	0.229	-	0.000	+	0.006	0.229	0.235
Width	37.000	-	0.000	+	1.000	37.000	38.000
Length	117.000	-	0.125	+	0.125	116.875	117.125

	Set up Target
Gauge	0.232
Width	37.500
Length	117.000

Side Type [ ] Skid Type Error

SOPS

JDOP008 JDOP016 JDOP046
JDOP014 JDOP034 JDOP032

Skid Code 0 2 4

Finished Goods Tag		935464	935466	sm35459	sm35461	sm65463
Master Coil Number		NB48145				
Heat						
Enhanced Weight						
Gross Weight		4215	4215	4215	4215	4215
Tare		40	40	40	40	40
Net Weight		4175	4175	4175	4175	4175
Bundle Status						
Good Pcs.						
Scraped Pcs.						
Rockwell						
Gauge Head	E	0.232	0.233	0.233	0.233	0.232
	C	0.232	0.233	0.233	0.233	0.233
	E	0.232	0.231	0.231	0.231	0.231
Body	E					
	C					
	E					
Tail	E					
	C					
	E					
Surface		ok	ok	ok	ok	ok
Width Head		37.066	37.067	37.060	37.060	37.060
Body						
Tail						
Shape		<120	<120	<120	<120	<120
Residual Check		<120	<120	<120	<120	<120
Length Head		117.125	117.125	117.000	117.000	117.000
Body						
Tail						
Squareness		1/8	1/8	1/8	1/8	1/8
Camber						
Operator		tw				
Setup Approval						

Run Time	S		F		Down Time	S		F	
Total Run Time		0:00		Cost	$0.00		Cst/Hour		$400.00

Comments	followed shearing spec and all cuts within tolerance