

Process/Product Audit Checklist

Cust #: 10 Customer: HEL FAB GRP/Size/GRD/Width: HR3/7L/BS80/56.5102 x 72.71/1.1708

PWC: 666 W/O#: 147621 Date: 11/5/21 Part #(s): 113-3491 Auditor: C. Mathis

Gauge Range: 1650-1775 Actual Gauge: .170 Width Range: 56.45-56.57 Width Actual: 56.55

Length Range: 74.44-78.58 Length Actual: 76.52 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Correct raw material type and size?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tag(s) to use: <u>298557</u> Tag(s) used: <u>298557</u>
Setup performed according to W/O?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	[Fab: Print Rev: <u>D</u> , W/O Rev: <u>D</u> , Part Spec Rev: <u>D</u>] (Leave blank if non-Fab audit)
Packaging is acceptable according to customer-specific requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Visual Inspection performed and product meets requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Out of spec noted, with actions taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Non-conforming material put into reject warehouse and physically put into non-conforming area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required gages available & functional?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All Gages Calibrated (List in Comments)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gages Observed (list last calibration and when due) Tape - 7mm06 Jan 2021 - Jan 2022 Mitt - 7mm07 Jan 2021 - Jan 2022 Caliper - 6004 Jan 2021 - Jan 2022
Housekeeping: Machine/Floor clean? Loose tags & paperwork cleaned up?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Required PPE being worn?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Forms are the latest revision per Quality Intranet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	List Forms (Observed Rev vs Intranet Rev) <u>Good 220</u> <u>Rev 1 vs Rev 1</u>
Hardcopy Controlled Documents are listed on Quality Intranet by location?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	List Documents and their Location: <u>Plasma Break Room, Front Office - QP</u>

Process/Product Audit Checklist

Cust #: <u>2996</u> Customer: <u>BUSH HOG</u> GRP/Size/GRD/Width: <u>HRS/250/136/2.25 x 55.13/250mm</u>				
PWC: <u>6LS</u> W/O#: <u>147428</u> Date: <u>11/5/21</u> Part #(s): <u>50080120</u> Auditor: <u>L. M. THIS</u>				
Gauge Range: <u>.2400 - .2600</u> Actual Gauge: <u>.2490</u> Width Range: <u>2.24 - 2.26</u> Width Actual: <u>2.25</u>				
Length Range: <u>55.12 - 55.14</u> Length Actual: <u>55.13</u> Other: <u>N/A</u> Other Actual: <u>N/A</u>				
Other: <u>NA</u> Other Actual: <u>N/A</u> Other: <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>297184</u> Tag(s) used: <u>297184</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>A.5</u> , W/O Rev: <u>A.5</u> , Part Spec Rev: <u>A.5</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>Mic - M003 Jan 2021 due Jan 2022</u> <u>FoPc - T1003 Jan 2021 due Jan 2022</u> <u>Caliper - C001 Jan 2021 due Jan 2022</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>GAD020</u> <u>Rev 1 vs Rev 1</u>
Hardcopy Controlled Documents are listed on Quality Intranet by location?	✓			List Documents and their Location: <u>Process Line, Blue Room, and Production - Q1</u>