

Process/Product Audit Checklist

Cust #: <u>10</u> Customer: <u>HEIL - FR PAYNE</u> GRP/Size/GRD/Width: <u>HRC 17L/5545/60.5</u>				
PWC: <u>BB1</u> W/O#: <u>100251</u> Date: <u>12/12/2016</u> Part #(s): <u>RM076C-19601</u> Auditor: <u>R. HOWARD</u>				
Gauge Range: <u>0.1719-0.1831</u> Actual Gauge: <u>0.172</u> Width Range: <u>60.5-61.4999</u> Width Actual: <u>61.002</u>				
Length Range: <u>196.0-196.5</u> Length Actual: <u>196.250</u> Other: _____ Other Actual: _____				
Other: _____ Other Actual: _____ Other: _____ Other Actual: _____				
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>ND 52414</u> Tag(s) used: <u>ND 52414 / ND 52417</u> WRONG MATERIAL ASSIGNED TO JOB. HAD TO LOAD NEW COIL. HS30 ASSIGNED 5545 NEEDED
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: _____, W/O Rev: _____, Part Spec Rev: _____] (Leave blank if non-Fab audit)
Packaging is acceptable according to customer-specific requirements?		✓		PACKAGING WROTE THE WRONG PART NUMBER ON 4 BUNDLES. THIS ERROR WAS CAUGHT AND CORRECTED.
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) IDENT <u>2075</u> DATE <u>8-8-16</u> DUE <u>8-8-17</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) OBSERVED: <u>DEC-BB1-CTL-REV 2</u> INTRANET: <u>DEC-BB1-CTL-REV 2</u>
Hardcopy Controlled Documents are listed on Quality Intranet by location?	✓			List Documents and their Location: <u>DEC-BB1-CTL-REV 2</u> <u>OPERATOR STATION</u>

Follow-up:

The order originally had the wrong coil assigned. An HS80 was assigned to the job, but the job required SS45. The operators caught this error prior to running the coil. Production planner allocated a different coil to the job and the job was ran on the next shift.

Packaging wrote the wrong RM numbers down on 4 different bundles. The errors were caught during the audit inspection and corrected. All packagers on shift were notified of error. A training has since been conducted across both shifts of packagers for Heil RM identification.