

# Process/Product Audit Checklist

Cust #: 3341		Customer: ERMCO		GRP/Size/GRD/Width: 905 / 7 / 15578 / 7200	
PWC: 261		W/O#: 89981		Date: 3.18.19 Part #(s): 250565-106 Auditor: B. Smith	
Gauge Range: .1713 - .1873		Actual Gauge: .173		Width Range: 72.779 - 72.69 Width Actual: 72.5	
Length Range: 15050 - 15000		Length Actual: 150.25		Other: 50 - .62 Other Actual: .187	
Other: NA		Other Actual: N/A		Other: NA Other Actual: NA	
Item	YES	NO	N/A	Comments/Action Taken (Required for NO)	
Process Inspection Sheets filled out according to frequency and sampling required?	X				
Correct raw material type and size?	X			Tag(s) to use: 61669 Tag(s) used: 61669 C REQUIREMENT (.03-.08) - OK @ .0609	
Setup performed according to W/O?	X				
Product is acceptable according to customer-specific requirements? [Fab: Is the Part Print Present & the correct Revision? Are required measurements documented?]	X			[Fab: Print Rev: _____, W/O Rev: _____, Part Spec Rev: _____] (Leave blank if non-Fab audit)	
Packaging is acceptable according to customer-specific requirements?	X			(5) 4x4 HT CROSS BLOCKS BAKING 1845	
Visual Inspection performed and product meets requirements?	X				
Out of spec noted, with actions taken?			X		
Non-conforming material put into reject warehouse and physically put into non-conforming area?			X		
Required gages available & functional?	X				
All Gages Calibrated (List in Comments)	X			012 - FEB '19 DUE FEB '20 Gages Observed (list last calibration and when due) 71026 - AUG '18 DUE AUG '19	
Housekeeping: Machine/Floor clean? Loose tags & paperwork cleaned up?	X				
Required PPE being worn?	X				
Forms are the latest revision per Quality Intranet?	X			List Forms (Observed Rev vs Intranet Rev) 001 - BBI-CTL REV 4 VS REV	
Hardcopy Controlled Documents are listed on Quality Intranet by location?	X			List Documents and their Location: JPSKD - OF PLATFORM, PACKAGING, WOODPICK Q.P. - BULLETIN BOARD	