

## Process/Product Audit Checklist

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Cust #: 10 Customer: H21 GRP/Size/GRD/Width: HR5/1.250/1150/11.34

PWC: PB2 W/O#: 93769 Date: 4/30/19 Part #(s): 304-0153-004 Auditor: John Foster

Gauge Range: .235-.265 Actual Gauge: .240 Width Range: 11.28-11.40 Width Actual: 11.34

Length Range: 88.69-88.816 Length Actual: 88.75 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?	✓			
Correct raw material type and size?		✓		Tag(s) to use: _____ Tag(s) used: _____ <u>Tags were lost (not on parts in WIP)</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?]	✓			<u>No revisions</u> [Fab: Print Rev: _____, W/O Rev: _____, Part Spec Rev: _____] (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)	✓			<u>HR5 19 DEC APRIL 20</u> Gages Observed (list last calibration and when due) <u>13012</u> <u>37207302018 - Tape 1219 - caliper</u> <u>16105537 - height gage PP00-protractor</u> <u>19 DEC OCT 20</u> <u>NOV 19 DEC NOV 20</u>
Housekeeping: Machine/Floor clean? Loose tags & paperwork cleaned up?		✓		<u>Random parts in the floor around the check table</u>
Required PPE being worn?	✓			
Forms are the latest revision per Quality Intranet?	✓			List Forms (Observed Rev vs Intranet Rev) <u>GAD059 Rev 0 vs Rev 0</u> <u>GAD020 Rev 1 vs Rev 1</u>
Hardcopy Controlled Documents are listed on Quality Intranet by location?	✓			List Documents and their Location: <u>Quality Policy</u> <u>Front office, Plasma, Break room</u>

Spoke with operator about not having tags. Let him know that it is unacceptable to run a job without a WIP tag