

Process/Product Audit Checklist

Cust #: <u>2651</u> Customer: <u>American Greeting</u> GRP/Size/GRD/Width: <u>CRC/18/CSB/48.01</u>				
PWC: <u>CLO</u> W/O#: <u>17346</u> Date: <u>5/21/25</u> Part #(s): <u>0076-2175</u> Auditor: <u>N. RAGLAND</u>				
Gauge Range: <u>0.042-0.047</u> Actual Gauge: <u>0.046</u> Width Range: <u>2.95-2.96</u> Width Actual: <u>2.958</u>				
Length Range: <u>N/A</u> Length Actual: <u>N/A</u> Other: <u>N/A</u> Other Actual: <u>N/A</u>				
Other: <u>N/A</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?	X			Operators: JP, TR
Correct raw material type and size?	X			Tag(s) to use: <u>11212</u> Tag(s) used: <u>11212</u>
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			
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			Gages Observed (list last calibration and when due) RBI21 9/24-9/25 TAPE 6 9/24-9/25 SH1 9/24-9/25
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) CLV-SL-001 REV.1
Hardcopy Controlled Documents are listed on Quality Intranet by location?			X	List Documents and their Location: