Process/Product Audit Checklist

Cust #: 3336   Customer: MEC   GRP/Size/GRD/Width: POS/14/5540/11.750

PWC: LRB W/O#: 6929   Date: 6/11/18 Part #(s): Head 11.75x11.75 Auditor: Z.Delp

Gauge Range: .168 to .076 Actual Gauge: .073   Width Range: 11.75 +/-.030 Width Actual: 11.747"

Length Range: 11.75 +/-.030 Length Actual: 11.751"   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: N B 5503 Tag(s) used: NB 5503
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?	✓			
Visual Inspection performed and product meets requirements?	✓			
Out of spec noted, with actions taken?			✓	no out of spec noted
Non-conforming material put into reject warehouse and physically put into non-conforming area?			✓	no non-conforming material
Required gages available & functional?	✓			
All Gages Calibrated (List in Comments)	✓			041 tape 1/18 due 7/18 Gages Observed (list last calibration and when due) 001 tape 1/18 due 7/18 039 mics 2/18 due 8/18 → needs new sticker 8109 ratch 4/28/16 due 4/19 → new sticker
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) LYN·F-001 Rev.1 (Floor) Rev.1 (Intranet)
Hardcopy Controlled Documents are listed on Quality Intranet by location?	✓			List Documents and their Location: Quality policy, LRB operator stand