

# Process/Product Audit Checklist

Cust #: <u>10</u>		Customer: <u>HEL</u>		GRP/Size/GRD/Width: <u>145/250/1480/5.52</u>	
PWC: <u>PL1</u>		W/O#: <u>122115</u>		Date: <u>8.11.20</u> Part #(s): <u>311-1437</u> Auditor: <u>B. Smith</u>	
Gauge Range: <u>.240-.260</u>		Actual Gauge: <u>.244</u>		Width Range: <u>5.46-5.58</u> Width Actual: <u>5.50</u>	
Length Range: <u>29.94-30.04</u>		Length Actual: <u>30.00</u>		Other: <u>102-104</u> Other Actual: <u>103"</u>	
Other: <u>11.55-11.67</u>		Other Actual: <u>11.61</u>		Other: <u>13.18-13.30</u> Other Actual: <u>13.23</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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Correct raw material type and size?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tag(s) to use: <u>255614, 252012, 250249</u> Tag(s) used: <u>255614, 252012, 250249</u>	
Setup performed according to W/O?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Product is acceptable according to customer-specific requirements? [Fab: Is the Part Print Present & the correct Revision? Are required measurements documented?]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	[Fab: Print Rev: <u>14</u> , W/O Rev: <u>14</u> , Part Spec Rev: <u>14</u> ] (Leave blank if non-Fab audit)	
Packaging is acceptable according to customer-specific requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>PALLET TO STORAGE - OK</u>	
Visual Inspection performed and product meets requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Out of spec noted, with actions taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Non-conforming material put into reject warehouse and physically put into non-conforming area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Required gages available & functional?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
All Gages Calibrated (List in Comments)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gages Observed (list last calibration and when due) <u>16105847 - 6.2020 DUE 6.2021</u> <u>08001 - 7.2020 DUE 7.2021</u> <u>6010 - 7.2020 DUE 7.2021</u>	
Housekeeping: Machine/Floor clean? Loose tags & paperwork cleaned up?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>SOME TRASH ON FLOOR AROUND PRESS. ONE SCRAP PART - NOTIFIED TO FOSTER.</u>	
Required PPE being worn?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Forms are the latest revision per Quality Intranet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	List Forms (Observed Rev vs Intranet Rev) <u>6AD020 REV 1 VS REV 1</u> <u>6AD059 REV 0 VS REV 0</u>	
Hardcopy Controlled Documents are listed on Quality Intranet by location?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	List Documents and their Location: <u>6AD-VA-009 - PRESS BRACKS, LAGERS</u> <u>6AD-VA-011 - PRESS BRACKS, LAGERS</u>	