

ISO INTERNAL AUDIT

Q3-2025

JEMISON METALS, INC.

914 MAERO ST, N.W.

TRINITY, AL 35673

DATES OF AUDIT: 10/23/2025 – 11/14/2025

DATE SUBMITTED: 11/25/2025

Submitted : Phillip E. Mathis,
Quality Management Coordinator

Summary

This internal audit provided an evaluation of Jemison Metals' current level of conformance to the ISO 9001, against the current audit schedule [see below]. The audit measured the effectiveness of the QMS, how it is implemented against the acceptable requirements and standards.

Scope of Audit

AUDIT AREA
QMP 7.5 Documented Information
QMP 8.7 Control of Nonconforming Outputs
QMP 9.2 Internal Audit
QMP 10.2 Nonconformity & Corrective Action
COP #2 Production
SOP #1 Training
SOP #2 Purchasing
SOP #3 Control of Monitoring & Measuring Resources

7.5 Documented Information

The following forms and documents were reviewed during the audit:

DEC-RC-001Rev 1; DEC-RC-001 Rev 1; DEC-CTL-001a Rev 4; DEC-CTL-001B; DEC-SHP-001 Revision 2; DEC-F-003 DEC Shipping Checklist Rev 1; JDM-501 Process Audit Checklist Rev 1.

DEC-CTL-001a Rev 4 – Review of this document found references to Stelplan.

1. Fill out Production Report ([DEC-BB1-CTL](#)), Enter Work Order information into computer, Enter Stelplan job. (Eaton Jobs: Verify that the part spec gauge requirements match the coil assigned by the production planner. These sections will be highlighted by the production planner and brought to the line).

DEC-SHP-001 Rev 2 – Reviewed current shipping procedures with Blake Key.

2. Loading order is verified with FIT system planning board to determine if all material is in finished goods or if order has a balance that is being produced.

6. Stelplan "Load Match Function" is used to create the Bill of Lading. Bar codes are scanned from removed tags or manually typed into the load match function. Once load

match is confirmed, the final Bill of Lading can be printed and signed by the material handler. [Decatur does not currently use the Load Match Function. A “Packing List” in place of a Bill of lading.]

7. Driver must sign the completed Bill of Lading and is given copies and a copy is retained by shipping personnel. [Copies of the all documents, Loading order, Packing List and Manifest are signed by the Driver. One copy of each go with the driver, and One copy of each is kept by us]

8.3.3 Inspection Processes Rev A - Reviewed QMS Management Procedure documents and

Controlled Documents: The following documents were observed and verified to be in proper locations.

Receiving: DEC-RC-001 [Receiving procedure].

Shipping: DEC-SHP-001 [Shipping procedure].

Operations: DEC-CLT-001A [CTL Operator Procedure].

7.1.3 Infrastructure

Preventive Maintenance: Justin Pate/Whitney Winsor provided the following PM evidence. Stretch Leveling line maintenance is organized by timeframes. 1, 2, 4, 6, 10, 13, 19, 25, 38. 50 and 126 weeks. Review of PM schedules meet the requirements of the preventive maintenance plan.

8.2 Requirements for products and services

Contract Review/Order Acknowledgement: Hunter Engineering ordered material on 10/15/2025 on PO 585783 for 30,000lbs of .172 min x 38.25 x 240.00 [A1011 HRP&O Sheet SS Grade 36] for part 539718. Denise Clayton [SCRR for this customer] acknowledged the request via email the same day and entered sales order 36655-1-1 the same day. Work Order 54606-1-1 was created, processed on 10/23/2025. Order shipped on Packaging List PL#17364 10/23/2025. Sales invoiced on 10/23/2025 on invoice number DCT-SI-4068.

Purchasing: Tag 43072 on receiver DEC – 8485 for Hunter Engineering was reviewed with purchasing. Tag 43072 was applied to Hunter Engineering part 546572 and was purchased on DEC-3768-1. This part has a requirement of HSF5N- ASTM A1018 HSLAS-F Grade 50. Niobium [Columbium] microally strengthened. 50ksi min yield strength. HSLAS-F has improved improved formability when compared to HSLAS and Structural Steels. Actuals: HR A1018-HS50 Mod Nb, Yield 59 ksi Tensile 67 ksi, 36% elongation. 41,000 to 48,000 lbs on PO, actual was 45,018lbs. PO requirements to the mill matched the received coil requirements [.250” thick, 60.000”, Yield/Tensile/Elongation etc.]

8.4 Control of externally provided processes, products and services

Receiving: Receiver DEC 8485 was received by Steven White. Mill coil 2104586260, from AM/NS Calvert was weighed at 45,018lbs. All inspections were verified against mill paperwork to Invex purchase order.

8.5-Production & Service Provisions

Production: Work order 49707, customer Hunter Engineering, Production of A1011 HRP&O Sheet CS type B Temp Pass, 48"x96" sheets. Gauge (.127-.141", .127-.130" actual), Width [Mill Edge 48" – 48.999" actual 48.562] Length [96" -0 + .500" actual 96.187"] Tags 32794-A through 32794-L were produced. All checks were within tolerance and documented on production report [DEC-BB1-CTL 6/26/17 Rev. 4].

Production Planning: Reviewed Work order 193383 on production above with Production Planner Steven White. Steven showed me the planning board as well as the green items listing to determine what jobs to schedule.

Shipping: BOL GAD 141567 was observed in shipping. This was a transfer order to Jemison Metals Gadsden. Material was pre-staged and identified with colored flags. Items were visually verified against the loading order and 5 tags total were loaded totaling 44,705lbs. Blake Key, shipping supervisor was interviewed.

QMP 8.7 Control of Nonconforming Outputs

Review of this document found several references to FIT, FIT Case System or Stelplan.

4.0 Applicable Records

- 4.1 Customer Complaints – FIT Case System
- 4.2 Material Review Board (MRB) – FIT/Stelplan
- 4.3 Customer Credits>Returns - FIT Case System
- 4.4 Corrective Action (NCR) – FIT Case System

6.1.2.2 Available information is recorded under tag information in Stelplan.

6.1.3.5 All customer complaints, whether returned or not, are documented in the FIT Case System.

QMP 9.2 Internal Audit

Reviewed documents stored under Internal Audits. The last Process/Audit checklist uploaded was 3/14/2025. Interviewed Rick Rowland about the process of uploading completed Process Audits into the Internal Audit reports. Jemison Metals Internal Audit Schedule – 2025, Form 800 Rev. 0 states the PA-Process Audits [min 1/Month, Goal of 4 – 6/Quarter). Process Audits had been completed, but not uploaded into Internal Audits Reports. Reports have been uploaded and up to date.

10. Improvement – Justin Pate

Improvements made to the parking lot and adjacent areas. Resurfaced parking lot, repainted concrete barriers at parking areas, repainted concrete areas around light poles. Installed all new LED lighting around the parking lot. Installed new signage out front of the building, including new landscaping.

QMP 10.2 Nonconformity & Corrective Action

Reviewed QMP 10.2 Rev C found the following references to FIT Case system

- 3.1 Customer Returns - FIT Case System
- 3.2 Complaint Log - FIT Case System

Review of 3.4 JDM-F002 “Quality Alert” with Beverly Clem.

COP #2 Production

Steven White, Production Planning- Interviewed and found a good understanding of his job responsibilities and how his job impacts the success of the QMS.

Whitney Windsor, Maintenance- Reviewed the PM schedule for CTL line.

COP # 2 PURCHASING

Reviewed with Frank Mareno-

Performance Indicators

- 1. Internal Audits
- 2. Supplier Evaluation and Performance
- 3. Customer complaints and Rejects
- 4. Internal Devaluations
- 5. Months on Hand
- 6. Non-Performing Inventory

SOP #1 Training

Sales – Vicki Fontcuberta – Role in Awards/Contract Reviews, Training, QMS location and 4 Cornerstone principles.

Note: Vicki has a good understanding how her job responsibilities contribute to the success of the Company.

Purchasing – Cade Tittle -Role in Awards/Contract Reviews, Training, QMS location and 4 Cornerstone principles.

Note: Cade understands his role in job responsibilities and how to relates to the success of the company. Reviewed his training with Invex and BEST.

Quality – Beverly Clem – Reviewed training with Invex and discussed her role within the QMS toward it's success.

SOP #2 Purchasing

Review of Purchasing document – Frank Mareno, Director of Materials

SOP #3 Control of Monitoring & Measuring Resources

- a. Review Calibration Schedule and Log- Beverly Clem provider
 - a. Steven (Receiving)
 - i. Micrometer (011) Last: 9/4/2025 Due: 9/4/2026
 - ii. Tape (T201) Last: 2/12/2025 Due: 2/12/2026
 - b. BB1 (CTL)
 - i. Micrometer (017) Last: 5/13/2025 Due: 5/13/2026
 - ii. Tape (T238) Last: 1/31/2025 Due: 1/31/2026
 - iii.
- b. Reviewed Gagetak for Active Gage ID; Current location; Last scheduled date and Next Due; responsible party and found all calibrations up to date.
 - a. I discovered the following Gage IDs with the responsible person as B. Smith, previous employee.

Gage ID	Status	Description	Type	Storage Location	Current Location	Last Schedule Date	Next Due	Calibration Frequency	Frequency Units	Responsible Person
11	Active	Micrometer 0 to 1in	Micrometer	Receiving	DEC	9/4/2025	9/4/2026	365	Daily	B. Smith
ST 10	Active	Step Gage 0.75 in	Step Gage	BB1	DEC	9/30/2025	9/30/2026	365	Daily	B. Smith
T201	Active	25 ft	Tape Measure	Receiving	DEC	2/12/2025	2/12/2026	365	Daily	B. Smith
T213	Active	25 ft	Tape Measure	Whitney Windsor	DEC	9/8/2025	9/8/2026	365	Daily	B. Smith
T228	Active	30 ft	Tape Measure	Leroy	DEC	12/6/2024	12/6/2025	365	Daily	B. Smith
T230	Active	30 ft	Tape Measure	Plutarco	DEC	12/6/2024	12/6/2025	365	Daily	B. Smith
T238	Active	25 ft	Tape Measure	BB1	DEC	1/31/2025	1/31/2026	365	Daily	B. Smith
T233	Active	25 ft	Tape Measure	Packaging	DEC	1/16/2025	1/16/2026	365	Daily	B. Smith

CAR #	ISO 9001: 2015 Clause/Sub Clause	Finding/Requirements	Observation	Minor	Major
N.A.	7.5 Documented Information, DEC-CTL-001A Rev 4	Review of this document found references to Stelplan.	X		
N.A.	7.5 Documented Information, DEC-SHP-001 Rev 2	Review of this document found references to Stelplan and FIT system. A review of this document with Blake found the document does not reflect what we actually do [changes from Stelplan to Invex etc. Document should be reviewed and updated.		X	
N.A.	8.7 Control of Nonconforming Outputs	Document should be reviewed and changes made from FIT CASE to BEST CASE, FIT/Stelplan to Best/Invex, Stelplan to Invex. Ref. 4.1, 4.2, 4.3, 4.4, 6.1.2.2 and 6.1.3.5	X		
N.A.	9.2	Internal Audit Schedule - Form 800 Rev 0 references that Process Audits should be a min of 1/Month, with a Goal of 4-6 Quarter. In review of Process Audits by Branch, found 1 per month. Ref. Form 800 Rev 0.	X		
N.A.	10.2 Nonconformity & Corrective Action	Document references FIT Case system, should be changed to Best Case. Ref. 3.1 and 3.2	X		
N.A.	SOP #3 Control of Monitoring & Measuring Resources	Gagetrak Active Gages with Responsible Person as B. Smith. Should be updated to the correct responsible person.	X		

2.0 Overview

2.1 Personnel Interviewed [Audit evidence found in Audit worksheets]

Beverly Clem - Quality
Blake Key - Shipping
Steven White - Shipping and Production Planning
Vicki Froncuberta - Sales & Marketing Manager
Justin Pate - Director of Operations, Alabama
Frank Marenco - Director of Purchasing
Cade Tittle - Material Manager

Report Prepared by Phillip E. Mathis

11/26/2025