

**KANEPACKAGE PHILIPPINE INC.**

No. 5 Ring Road LISP II, Brgy. La Mesa, Calamba City, Laguna  
Telephone No. (049) 5457-7166 to 69  
Fax No. (049) 545-6302

**INVESTIGATION REPORT FORM (IRF)**

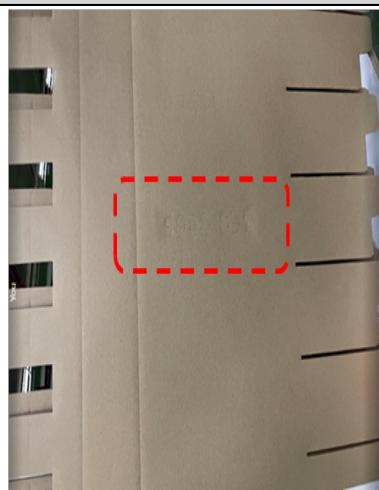
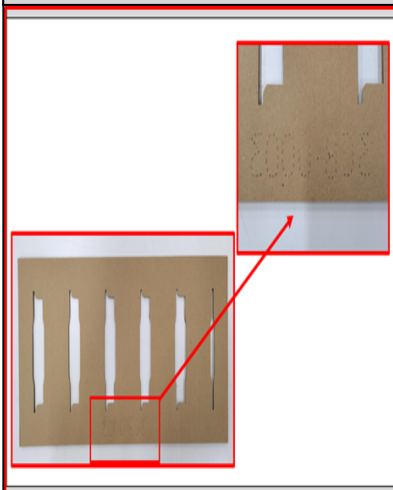
Control No.:

Date Issued

0042

241226

Customer	CANON BUSINESS MACHINE PHILS.	Attention To	REXEL ALMARIO
Item Code	3CB-0003-000, 3CB-0005-000	Department	PRODUCTION
Item Description		Date of Detection	241217
Job Order Number	JO-F-24-1148-3, JO-F-24-1148-3	Section Detected	QA SCREENING

**ILLUSTRATION OF THE PROBLEM**

Lot Quantity (pcs)	Reject Qty (pcs)	Reject %
1600	41	2.56

Nature of Defect:

INVERTED DIECUT

Requirement:

NO INVERTED DIECUT

Actual

Letters are flipped horizontally &amp; Diecutted on smooth surface.

NO. OF OCCURENCE	DISPOSITION	AREA OF OCCURENCE / ORIGIN	CONTENT
<input checked="" type="checkbox"/> First <input type="checkbox"/> Recurrence No.: <u>1</u> Date.: <u>241217</u>	<input type="checkbox"/> Hold <input type="checkbox"/> Special Acceptance <input type="checkbox"/> For Rework <input checked="" type="checkbox"/> Reject / Disposal	<input type="checkbox"/> Slotter <input type="checkbox"/> EQOS <input checked="" type="checkbox"/> Diecut <input type="checkbox"/> Detaching <input type="checkbox"/> Gluing <input type="checkbox"/> Vertical <input type="checkbox"/> Others	<input type="checkbox"/> Material <input type="checkbox"/> Dimension <input type="checkbox"/> Appearance <input checked="" type="checkbox"/> Process / Method
Issued by	Checked by	Approved by	Received by (Receiving Section)
ERIKA ASIS   241226	CHARLENE JAN MARIE FLORES   241226	MICHAEL CASILLANO   241227	GERALD DE GUZMAN   250113

**I. INVESTIGATION / ANALYSIS****DIRECT CAUSE: (Analyze the reason of occurrence, why it happened?)****System / Training****Design / Toolings****Process / Material**

WHY 1 : W1 Wrong feeding orientation of materials. r nW2 Operator did not positioned the materials in proper orientation (should be rough surface). r nW3 Since the materials is alternate piling per 25pcs operator did not flip the one pile of materials that caused inverted die cut. r nW4 Operator not conduct browsing to check same facing orientation of materials.

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**INVESTIGATION REPORT FORM (IRF)****INDIRECT CAUSE: (Analyze the reason of occurrence, why it leaked?)**

System / Training

Design / Toolings

Process / Material

**FINAL CONCLUSION**

**CORRECTIVE ACTION: (Actions to be done to ensure that the problem will not happen again)**

**WHO / WHEN**

Process / Material

WHY 1: Awareness Orientation during Production Assembly Meeting

Production Leader // 2025-03-20

WHY 2: Revision of Diecut S1700 Work Instruction regarding inclusion of fast browsing of materials. r  
n(Conduct Fast browsing to make sure the same facing orientation of materials)

Production IE // 2025-03-04

**IMMEDIATE ACTION: (Action to be done to contain/ temporary correct the problem found)**

A. Sorting Result

	Location	Total Stock	NG	Total Good
RM	n/a	0	0	0
WIP	n/a	0	0	0
FG	n/a	0	0	0

C. Reworking

Rework Quantity	n/a
Total Good	0
Rework PPM (Good)	0

B. Orientation

Date	2025-02-20	Time	08:15
Title	Production Weekly Assembly Meeting		
Attendees	All Production		

Prepared By:

Approved By:

GERALD DE GUZMAN | 250304

REXEL ALMARIO | 250507

Department Head

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**INVESTIGATION REPORT FORM (IRF)****II. QA ROOTCAUSE VERIFICATION (To be filled out by QA In-charge)**

Date Conducted: 2025-02-21	PIC: M.ASIS
Identified Rootcause Operator does not conduct browsing to check same facing orientation of materials.	Recommendation N/A

**III. CORRECTIVE ACTION VERIFICATION (To be filled out by QA In-charge)**

	Checked By:	Date	Implemented?	Running	JO Number	Date	NG Qty	Lot Qty
1st Verification of Action	M.ASIS	2025-03-10	[ / ] Yes [ ] No	1st	JO-F-25-720-4	250617	1	3000
2nd Verification of Action	M.ASIS	2025-03-12	[ / ] Yes [ ] No	2nd	JO-F-25-839-1	250722	0	3000
3rd Verification of Action	M.ASIS	2025-06-17	[ / ] Yes [ ] No	3rd	JO-F-25-916-4	250731	0	2800
Effectiveness of Action	M.ASIS	2025-08-28	[ / ] Yes [ ] No	4th	JO-F-25-989-1	250812	0	3000
Remarks: N/A				5th	JO-F-25-1037-5	250828	0	3000

**IV. CLOSURE**

Status	Remarks
Still Open	5 consecutive lots running with minimal reject (1pc NG).

Approved by:		Process Owner Acknowledgment: (Receiving Section)	
MICHAEL CASILLANO   250908 09:51 QA Head	N/A Top Management	N/A Line Leader	N/A Department Head
Date: 25252525-09-08	Date: -	Date: -	Date: -