



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

0046

250111

Customer	Kanepackage Philippine Inc.	Attention To	REXEL ALMARIO
Item Code	RRM12D-80 MASTER	Department	PRODUCTION
Item Description	BOX	Date of Detection	250106
Job Order Number	JO-24-IPD-01200-5	Section Detected	QA SCREENING

ILLUSTRATION OF THE PROBLEM



ACTUAL: With glue stain
REQUIREMENT: No glue stain

Lot Quantity (pcs)	Reject Qty (pcs)	Reject %
2150	53	2.47
Nature of Defect:		
GLUE STAIN		
Requirement:		
No glue stain		
Actual		
With glue stain		

NO. OF OCCURENCE	DISPOSITION	AREA OF OCCURENCE / ORIGIN	CONTENT
<input checked="" type="checkbox"/> First <input type="checkbox"/> Recurrence No.: <u>1</u> Date.: <u>250106</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 type="checkbox"/> Diecut <input type="checkbox"/> Detaching <input checked="" 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)
LESTER JOHN DIOSO 250111	CHARLENE JAN MARIE FLORES 250111	MICHAEL CASILLANO 250113	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 Droplets of excess glue in the glue tab edges. r nW2 Accumulation of glue on the edges of the items r nW3 The design of the glue tab is slanted causing excess glue to flow toward the edges. r nW4 Assigned operator still lacks the proper technique for applying glue on that kind of design.

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

System / Training

Design / Toolings

Process / Material

WHY 1 : N/A

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 // 2025-03-13

WHY 2: Revision of Gluing Work Instruction with regards to straight squeegee slanted glue tab and gluing method.

Production IE // 2025-03-28

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

A. Sorting Result

C. Reworking

	Location	Total Stock	NG	Total Good	Rework Quantity	n/a
RM	n/a	0	0	0	Total Good	0
WIP	n/a	0	0	0	Rework PPM (Good)	0
FG	n/a	0	0	0		

B. Orientation

Date	2025-03-13	Time	20:57
Title	Production Weekly Assembly Meeting		
Attendees	All Production		
Prepared By:		Approved By:	
GERALD DE GUZMAN 250410		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:	PIC:
Identified Rootcause	Recommendation

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			[] Yes [] No	1st				
2nd Verification of Action			[] Yes [] No	2nd				
3rd Verification of Action			[] Yes [] No	3rd				
Effectiveness of Action			[] Yes [] No	4th				
Remarks:				5th				

IV. CLOSURE

Status	Remarks
Still Open	

Approved by:		Process Owner Acknowledgment: (Receiving Section)	
N/A	N/A	N/A	N/A
QA Head	Top Management	Line Leader	Department Head
Date: -	Date: -	Date: -	Date: -