

**KANE PACKAGE PHILIPPINE INC.**

No. 5 Ring Road LISI 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
0063	250222

Customer	CANON BUSINESS MACHINE PHILS.	Attention To	REXEL ALMARIO
Item Code	6CB-0005-000	Department	PRODUCTION
Item Description	BODY	Date of Detection	250218
Job Order Number	JO-F-25-135-7	Section Detected	QA SCREENING

ILLUSTRATION OF THE PROBLEM

 <div style="border: 2px solid red; padding: 5px; display: inline-block;"> ACTUAL: With misalign glue REQUIREMENT: Misalign glue is not acceptable </div>	Lot Quantity (pcs)	Reject Qty (pcs)	Reject %
	550	22	4.00
	Nature of Defect:		
	MISALIGN GLUE		
	Requirement:		
	Misalign glue is not acceptable		

NO. OF OCCURENCE	DISPOSITION	AREA OF OCCURENCE / ORIGIN	CONTENT
<input checked="" type="checkbox"/> First <input type="checkbox"/> Recurrence No.: <u>1</u> Date.: <u>250218</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
Issued by	Checked by	Approved by	Received by (Receiving Section)
LESTER JOHN DIOSO 250222	CHARLENE JAN MARIE FLORES 250225	MICHAEL CASILLANO 250226	GERALD DE GUZMAN 250410

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

WHY 1 : Not enough pre folding to get the correct gap dimension.

WHY 2 : Operator on going familiarization to gluing process.

WHY 3 : Operator newly hired and cross train to gluing process.

Design / Toolings**Process / Material**



INDIRECT CAUSE: (Analyze the reason of occurrence, why it leaked?)

System / Training

WHY 1 : N/A

Design / Toolings

Process / Material

FINAL CONCLUSION

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

WHO / WHEN

System / Training

WHY 1: Revision of Manual Gluing Work Instruction (inclusion of actual defect picture)

Production IE // 2025-04-25

WHY 2: Provision of sample gluing defect board

Production IE and Leaders // 2025-04-30

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	0
RM	na	0	0	0	Total Good	0
WIP	na	0	0	0		
FG	na	0	0	0	Rework PPM (Good)	0

B. Orientation

Date 2025-04-24 Time 08:56

Title na

Attendees na

Prepared By:

Approved By:

GERALD DE GUZMAN | 250424

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: 2025-04-24	PIC: M.ASIS
Identified Rootcause Newly hired operator and newly assigned operator in the gluing process.	Recommendation Revision of manual gluing training module

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	2025-04-25	<input type="checkbox"/> Yes <input type="checkbox"/> No	1st	JO-F-25-788-10	250701	2	1000
2nd Verification of Action	M.ASIS	2025-06-18	<input type="checkbox"/> Yes <input type="checkbox"/> No	2nd	JO-F-25-789-1	250705	0	700
3rd Verification of Action	M.ASIS	2025-06-26	<input type="checkbox"/> Yes <input type="checkbox"/> No	3rd	JO-F-25-843-6	250710	0	300
Effectiveness of Action	M.ASIS	2025-07-19	<input type="checkbox"/> Yes <input type="checkbox"/> No	4th	JO-F-25-843-7	250715	11	800
Remarks: Change the corrective action to revision of manual gluing training module instead of Revision of Manual Gluing Work Instruction.				5th	JO-F-25-843-8	250719	0	600

IV. CLOSURE

Status	Remarks
Still Open	5 consecutive lots running with minimal reject (13pcs NG).
Approved by:	Process Owner Acknowledgment: (Receiving Section)
MICHAEL CASILLANO 250908 09:59 QA Head	N/A Top Management
Date: 25252525-09-08	Date: -
	Date: -
	Date: -