

**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

0065

250226

Customer	CANON BUSINESS MACHINE PHILS.	Attention To	REXEL ALMARIO
Item Code	FX2-5097-000	Department	PRODUCTION
Item Description	Z10 OUTER BOX	Date of Detection	250222
Job Order Number	JO-F-25-179-4	Section Detected	QA SCREENING 3

ILLUSTRATION OF THE PROBLEM

Lot Quantity (pcs)	Reject Qty (pcs)	Reject %
600	9	1.50
Nature of Defect:		
OVER LAP		
Requirement:		
NO OVERLAP		
Actual		
WITH OVERLAP		

NO. OF OCCURENCE	DISPOSITION	AREA OF OCCURENCE / ORIGIN		CONTENT
<input checked="" type="checkbox"/> First <input type="checkbox"/> Recurrence No.: <u>1</u> Date.: <u>250222</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)	
MA. ERIKA MAE ASIS 250226	CHARLENE JAN MARIE FLORES 250226	MICHAEL CASILLANO 250303	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**

**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)**INDIRECT CAUSE: (Analyze the reason of occurrence, why it leaked?)****System / Training**

WHY 1 : NA

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	Rework PPM (Good)	0
FG	na	0	0	0		

B. Orientation

Date	2025-04-24	Time	09:03
Title	na		
Attendees	na		

Prepared By:**Approved By:**

GERALD DE GUZMAN | 250424

REXEL ALMARIO | 250507

Department Head

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

Date Conducted: 2024-05-24	PIC: M.ASIS
Identified Rootcause Operator newly hired and cross train to 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-25-797-1	250703	0	700
2nd Verification of Action	M.ASIS	2025-06-18	[<input type="checkbox"/>] Yes [<input type="checkbox"/>] No	2nd	JO-F-25-797-2	250705	10	750
3rd Verification of Action	M.ASIS	2025-06-26	[<input type="checkbox"/>] Yes [<input type="checkbox"/>] No	3rd	JO-F-25-836-6	250708	0	200
Effectiveness of Action	M.ASIS	2025-07-12	[<input type="checkbox"/>] Yes [<input type="checkbox"/>] No	4th	JO-F-25-797-4	250711	0	500
Remarks: Change the corrective action to revision of manual gluing training module instead of Revision of Manual Gluing Work Instruction.				5th	JO-F-25-836-7	250712	0	600

IV. CLOSURE

Status	Remarks
Still Open	5 consecutive lots running with minimal number of rejects (10pcs).

Approved by:		Process Owner Acknowledgment: (Receiving Section)	
MICHAEL CASILLANO 250908 10:00 QA Head	N/A Top Management	N/A Line Leader	N/A Department Head
Date: 25252525-09-08	Date: -	Date: -	Date: -