

**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
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		

NO. OF OCCURENCE	DISPOSITION	AREA OF OCCURENCE / ORIGIN	CONTENT
<input checked="" type="checkbox"/> First	<input type="checkbox"/> Hold	<input type="checkbox"/> Slotter	<input checked="" type="checkbox"/> Gluing
<input type="checkbox"/> Recurrence No.: <u>1</u>	<input type="checkbox"/> Special Acceptance	<input type="checkbox"/> EQOS	<input type="checkbox"/> Material
Date.: <u>250222</u>	<input type="checkbox"/> For Rework	<input type="checkbox"/> Diecut	<input type="checkbox"/> Dimension
	<input checked="" type="checkbox"/> Reject / Disposal	<input type="checkbox"/> Detaching	<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**



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		
FG	na	0	0	0	Rework PPM (Good)	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

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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: -	