KAI	INVESTIGATION REPORT FORM (IRF)								
No. 5 F Teleph	Control N	No.:	Date Issued						
Fax No	0087		250423						
Customer	CANON BUSINES	SS MACHINE PHILS.	Attention To REXEL ALMARIO						
Item Code	em Code 6CB-0005-000			Department PRODUCTION					
Item Description	BODY		Date of Detection 250326						
Job Order Number	JO-F-25-344-10		Section Detected QA SCREENING						
1	LLUSTRATION (	OF THE PROBLEM							
		Lot Quantity (pcs) Reject		ty (pcs)	Reject %				
			3000	2	8	0.93			
THE REAL PROPERTY.		Nature of Defect:							
	13	BURSTING							
		Requirement:							
		End to end bursting on inner portion is not acceptable.							
		The Later Constitution	Actual						
			End to end bursting on creasing						
NO. OF OC	CURENCE	DISPOSITION	AREA OF OCCURENCE / ORIGIN CONTENT						
First		Hold	Slotter	Gluing		Material			
Recurrence No.: 2		Special Acceptance For Rework	EQOS Vertica		A				
Date.: 250331		Reject / Disposal	Detaching Others			Process / Method			
Issued by		Checked by	Approved by		Received by (Receiving Section				
LESTER JOHN DI	OSO   250423	CHARLENE JAN MARIE FLORES   250423	MICHAEL CASILLA	NO   250424	GERALD DE GUZMAN   250506				
		I. INVESTIGATION	/ ANALYSIS						
DIRECT CAUSE: (A	nalyze the reaso	of occurence, why it happened?)							
System / Training									
Design / Toolings									
Process / Material									



## **INVESTIGATION REPORT FORM (IRF)**

INDIRECT CAUSE: (Analyze the reason of occurrence, why it leaked?)											
Syster	m / Trai	ning									
Dosina	. / Tool	inas									
Design	ı / Tool	ings									
Process / Material											
					FINAL CO	NCLUSION					
CORRE	CTIVE	ACTION: (Action	ns to be done	to ensure t	hat the probl	lem will not hap	pen again)	WHO / WHEN			
IMMEDIATE ACTION: (Action to be done to contain/ temporary correct the problem found)											
A. Sort	ing Resu	ult				C. Reworking					
		Location	Total Stock	NG	Total Good	Rework Quantity					
RM						Total Good					
WIP											
FG						Rework PPM (Go	ood)				
B. Orie	ntation						•				
Date		Time									
Title											
Attend	ees										
Prepared By:					Approved By:						
N/A					N/A						
						Department Head					



## **INVESTIGATION REPORT FORM (IRF)**

II. QA ROOTCAUSE VERIFICATION (To be filled out by QA In-charge)												
Date Conducted:	PIC:	PIC:										
Ide	entified Rootcause			Recommendation								
III. CORRECTIVE ACTION VERIFICATION (To be filled out by QA In-charge)												
	Checked By:	Date	Implemented?	Running	JO Nu	mber	Date	NG Qty	Lot Qty			
1st Verification of Action			[ ] Yes [ ] No	1st								
2nd Verification of Action			[ ] Yes [ ] No	2nd								
3rd Verification of Action	ification of Action		[ ] Yes [ ] No	3rd								
Effectiveness of Action			[ ] Yes [ ] No	4th								
Remarks:												
				5th								
IV. CLOSURE												
Status		marks										
Status			Ne	Remarks								
Still Open												
Approved by: Process Owner Acknowledgment: (Receiving Section)												
	Proces	Process Owner Acknowledgment: (Receiving Section)										
N/A		N/A		N/A			N/A					
QA Head	Тор М	anagement	Line	Line Leader			Department Head					
Date: -	Date: -		Date: -	Date: -			Date: -					