

**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
0095	250703

Customer	CANON BUSINESS MACHINE PHILS.	Attention To	REXEL ALMARIO
Item Code	6CB-0008-000	Department	PRODUCTION
Item Description	OUTER BOX	Date of Detection	250627
Job Order Number	JO-F-25-780-4	Section Detected	QA SCREENING

ILLUSTRATION OF THE PROBLEM

Lot Quantity (pcs)	Reject Qty (pcs)	Reject %
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500	23	4.60
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Nature of Defect:

DAMAGED

Requirement:

NO DAMAGE IN LINER AND CM

Actual

WITH WORNOUT UP TO 10MM

NO. OF OCCURENCE	DISPOSITION	AREA OF OCCURENCE / ORIGIN	CONTENT
<input checked="" type="checkbox"/> First	<input type="checkbox"/> Hold	<input type="checkbox"/> Slotter	<input type="checkbox"/> Material
<input type="checkbox"/> Recurrence No.: <u>1</u>	<input type="checkbox"/> Special Acceptance	<input type="checkbox"/> Gluing	<input type="checkbox"/> Dimension
Date.: <u>250627</u>	<input type="checkbox"/> For Rework	<input type="checkbox"/> EQOS	<input type="checkbox"/> Appearance
	<input checked="" type="checkbox"/> Reject / Disposal	<input type="checkbox"/> Diecut	<input checked="" type="checkbox"/> Process / Method
		<input type="checkbox"/> Detaching	<u>HANDLING</u>
Issued by	Checked by	Approved by	Received by (Receiving Section)
MA. ERIKA MAE ASIS 250703	CHARLENE JAN MARIE FLORES 250710	MICHAEL CASILLANO 250710	GERALD DE GUZMAN 250716

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

WHY 1 : The item hit to hard object during transportation/maneuvering the item.

WHY 2 : The operator cannot see the other side of the item since the item is long (2004mm)

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: To have a buddy system when maneuvering long items especially on narrow areas.

Production Leader // 2025-08-14

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

B. Orientation			
Date	2025-07-31	Time	12:03
Title	na		
Attendees	NA		

Prepared By:	Approved By:
GERALD DE GUZMAN 250821	N/A
	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			<input type="checkbox"/> Yes <input type="checkbox"/> No	1st				
2nd Verification of Action			<input type="checkbox"/> Yes <input type="checkbox"/> No	2nd				
3rd Verification of Action			<input type="checkbox"/> Yes <input type="checkbox"/> No	3rd				
Effectiveness of Action			<input type="checkbox"/> Yes <input type="checkbox"/> No	4th				
Remarks:				5th				

IV. CLOSURE

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