

**KANEPACKAGE PHILIPPINE INC.**

No. 5 Ring Road LISP II, Brgy. La Mesa, Calamba City, Laguna
Telephone No. (049) 545-7166 to 69
Fax No. (049) 545-6302

INVESTIGATION REPORT FORM (IRF)☒ Inhouse Detection☐ Customer Claim

Control No.: IRF-00278

Date Issued: MARCH 26, 2022

Customer	EPSON IJP	Attention To	Ms. CEPEDA, NOEMI
Item Code	5161818-00	Department	KPLIMA PRODUCTION
Item Description	LINUS FAL AMERICA	Date of Detection	MARCH 25, 2022 NS
Job Order Number	14384	Section Detected	INLINE QA

ILLUSTRATION OF THE PROBLEM☐ Major☒ Minor

Lot Quantity (pcs.)

1,285

Reject Quantity (pcs.)

17

Reject Percentage

1.3%

Nature of Defect:

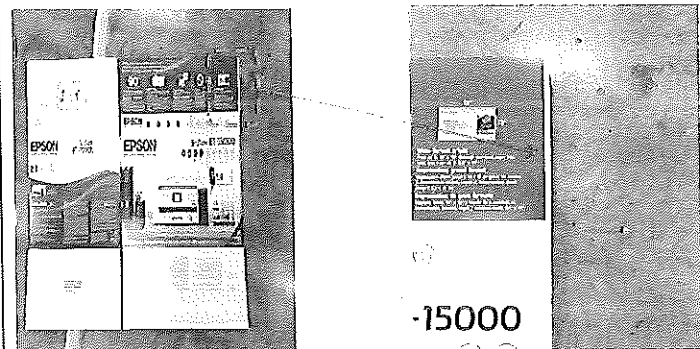
MISALIGNED CUT

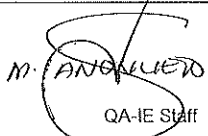


Requirement:

ITEM SHOULD BE IN GOOD CONDITION NO OCCURRENCE OF MISALIGNED CUT

Actual:

MISALIGNED CUT OCCURRED ON THE CLASS B UPPER FLAP



NO. OF OCCURRENCE	DISPOSITION	AREA OF OCCURRENCE / ORIGIN	CONTENT
<input checked="" type="checkbox"/> First <input type="checkbox"/> Recurrence No.: Date:	<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 checked="" type="checkbox"/> Diecut <input type="checkbox"/> Detaching <input 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  QA-IE Staff	Checked by  QA Supervisor	Approved by QA Asst. Manager	Received by (Receiving Section)  Head/Supervisor

II. INVESTIGATION / ANALYSIS

DIRECT CAUSE: (Analyze the reason of occurrence, why it happened?)

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

System / Training	Why 1: Why 2: Why 3: Why 4: Why 5:	Why 1: Why 2: Why 3: Why 4: Why 5:
Design / Toolings	Why 1: Why 2: Why 3: Why 4: Why 5:	Why 1: Why 2: Why 3: Why 4: Why 5:
Process / Material	Why 1: Direct contact there's movement during feeding process in die cut. Why 2: Movement were due to contact made by excise RS vs SK with guide in die cut. Why 3: Why 4: Excise RS were due to misalignment during lamination process. Why 5:	Why 1: Why 2: Why 3: Why 4: Why 5:

KANEPACKAGE PHILIPPINE INC. No. 5 Ring Road LISP II, Brgy. La Mesa, Calamba City, Laguna Telephone No. (049) 545-7166 to 69 Fax No. (049) 545-6302					<h2 style="margin: 0;">INVESTIGATION REPORT FORM (IRF)</h2>					
FINAL CONCLUSION										
OCCURRENCE ROOTCAUSE					OUTFLOW ROOTCAUSE					
IMMEDIATE ACTION: (Action to be done to contain/ temporary correct the problem found)					CORRECTIVE ACTION: (Actions to be done to ensure that the problem will not happen again)					
A. Sorting Result					Actions to be done to eliminate recurrence				Who / When	
	Location	Total Stock	NG	Total Good	System					
RM										
WIP										
FG										
B. Orientation					Design / Tools					
Date			Time							
Title										
Attendees										
C. Reworking					Process	<i>Strong reminder / orientation to concerned operator strict performance of standard process.</i> <i>Target date: 4/6/22 (morning meeting)</i>			Prod IE	
Rework Quantity										
Total Good										
Rework Percentage (Good)										
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?		Remarks					
1st Verification of Action			[] Yes [] No							
2nd Verification of Action			[] Yes [] No							
3rd Verification of Action			[] Yes [] No							
Effectiveness of Action			[] Yes [] No							
Note: If no same defects / problems occurs for 5 consecutive deliveries, corrective action is considered effective / closed. If the same problem occurs within 5 consecutive deliveries or 3rd verification of action still not yet implemented, Investigation Report shall be re-issued to the affected department to provide new improvement action.										
IV. CLOSURE										
Status:	Remarks:		Approved by:			Process Owner Acknowledgment: (Receiving Section)				
<input type="checkbox"/> Closed			QA Supervisor		QA Asst. Manager		Line Leader		Department Head	
<input type="checkbox"/> Still Open										
<input type="checkbox"/> Re-Issue IRF			Date:	Date:	Date:	Date:				

PRODUCTION ACTION PLAN

KANEPACKAGE PHILIPPINE, INC.

ATTENDANCE SHEET

Subcommittee: KA-001-F13 Rev. 00

Date: 1/26/22

ACTIVITY: Final MB Meeting

Attendees

	FIRST NAME	LAST NAME	DIV. / DEPT.	SIGNATURE
1	Malin	Ferrer	Prod.	
2	Joe de	Baron	Prod.	
3	Josefina	Zacharia	Prod.	
4	Pam	Baron	Prod.	
5	Josefina	Baron	Prod.	
6	Shirley	Baron	Prod.	
7	Jose R	Baron	Prod.	
8	Josefina	Baron	Prod.	
9	Josefina	Baron	Prod.	
10	Josefina	Baron	Prod.	
11	Josefina	Baron	Prod.	
12	Josefina	Baron	Prod.	
13	Josefina	Baron	Prod.	
14	Josefina	Baron	Prod.	
15	Josefina	Baron	Prod.	
16	Josefina	Baron	Prod.	
17	Josefina	Baron	Prod.	
18	Josefina	Baron	Prod.	
19	Josefina	Baron	Prod.	
20	Josefina	Baron	Prod.	

GA-001-F13-Rev. 00

Page 1 of 1

ATTENDANCE SHEET

	FIRST NAME	LAST NAME	DIV. / DEPT.	SIGNATURE
21	Josefina	Baron	Prod.	
22	Josefina	Baron	Prod.	
23	Josefina	Baron	Prod.	
24	Josefina	Baron	Prod.	
25	Josefina	Baron	Prod.	
26	Josefina	Baron	Prod.	
27	Josefina	Baron	Prod.	
28	Josefina	Baron	Prod.	
29	Josefina	Baron	Prod.	
30	Josefina	Baron	Prod.	
31	Josefina	Baron	Prod.	
32	Josefina	Baron	Prod.	
33	Josefina	Baron	Prod.	
34	Josefina	Baron	Prod.	
35	Josefina	Baron	Prod.	
36	Josefina	Baron	Prod.	
37	Josefina	Baron	Prod.	
38	Josefina	Baron	Prod.	
39	Josefina	Baron	Prod.	
40	Josefina	Baron	Prod.	
41	Josefina	Baron	Prod.	
42	Josefina	Baron	Prod.	
43	Josefina	Baron	Prod.	
44	Josefina	Baron	Prod.	
45	Josefina	Baron	Prod.	
46	Josefina	Baron	Prod.	
47	Josefina	Baron	Prod.	
48	Josefina	Baron	Prod.	
49	Josefina	Baron	Prod.	
50	Josefina	Baron	Prod.	

GA-001-F13-Rev. 00

Page 2 of 2

Attendance of morning meeting



KANEPACKAGE PHILIPPINE INC.

MINUTES OF THE MEETING

Date: April 6, 2022 Time Start: 7:00 Time Finished: _____ Venue: _____

ATTENDEES:

Name	Dept.	Sign	Name	Dept.	Sign

AGENDA:

IRFs, Corrective Action

MINUTES:

page 1 of 2

PEEL OFF DEFECT

*Every loosened and adjusted nuts/ screws make sure to lock and tighten again.

**Engineering will replace the lock nut to wing nut (no target date)

*Perform proper checking/ inspecting while in process in each position assigned.

BURSTING DEFECT

*2 pattern sheet were used for boards from different supplier. Only Linocraft was left.

*Proper cascading of information; improvement in endorsement to other shift

*Tooling Custodian should check and know this kind of information.

MISALIGNED CUT

*Lamination operators performs the tapping but the twisting of SF performed only for warp SFs.

*Subleader to check of performance of standard process.

OTHERS:

System of answering IRF

>QA will issue IRF to PROD IE

> Prod IE/ Process to perform investigation with subleader (root cause and corrective action)

> Corrective Action implementation and monitoring

*Already requested orientation for IRF analysis for subleaders from QA

>to be scheduled

FOLLOW UP MEETING:

(date & time)

for KPPI fill up only

Prepared by:

A. Dequito

Reviewed by:

Noted by: