



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

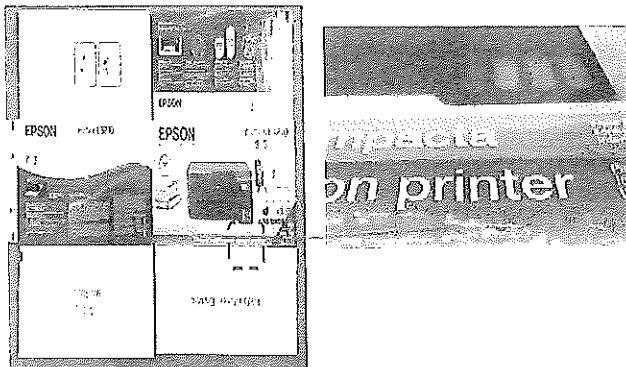
☐ Customer Claim

Control No.: IRF-04-0003

Date Issued: 05-Apr-22

Customer	EPPI	Attention To	NOEMI CEPEDA
Item Code	515908200 PANEL A	Department	KPLIMA-PRODUCTION
Item Description	LOUVRE 2 MCX LATIN	Date of Detection	04-Apr-22
Job Order Number	14701	Section Detected	INPROCESS QA

ILLUSTRATION OF THE PROBLEM



☒ Major

☐ Minor

Lot Quantity (pcs.)

1,948

Reject Quantity (pcs.)

40

Reject Percentage

2.05%

Nature of Defect:

BURSTING

Requirement:

ITEM SHOULD BE IN GOOD CONDITION; NO OCCURRENCE OF BURSTING

Actual:

BURSTING OCCURRED ON THE FOLDING OF THE FLAP SIDE

NO. OF OCCURRENCE



First



Recurrence

No.:

Date:

DISPOSITION



Hold



Special Acceptance



For Rework



Reject / Disposal

AREA OF OCCURRENCE / ORIGIN



Slotter



EQOS



Diecut



Detaching



Gluing



Vertical



Others:

CONTENT



Material



Dimension



Appearance



Process / Method

Issued by

Checked by

Approved by

Received by
(Receiving Section)

CHERIE ANNE AREVALO
QA-IE Staff

QA Supervisor

QA Asst. Manager

Head/ Supervisor

I. 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: Due to presence of scrap in die plate during running. Why 2: Why 3: Used blade for auto-stripping process while in manual process. Why 4: Why 5:	Why 1: Why 2: Why 3: Why 4: Why 5:

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INVESTIGATION REPORT FORM (IRF)**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**

	Location	Total Stock	NG	Total Good
RM				
WIP				
FG				

Actions to be done to eliminate recurrence

Who / When

B. Orientation

Date		Time	
Title			
Attendees			

Design /
Tools

Tooling^c removed the cutting
cutting knife in blade- for
manual process

Tooling
Custodian**C. Reworking**

Rework Quantity	
Total Good	
Rework Percentage (Good)	

Process

* Item for auto- shipping process
Note : No target date

ME/PROP

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)	
☐ Closed		QA Supervisor	QA Asst. Manager	Line Leader	Department Head
☐ Still Open		Date:	Date:	Date:	Date:
☐ Re-issue IRF					

PRODUCTION ACTION PLAN

KANEPACKAGE PHILIPPINE, INC.

ATTENDANCE SHEET

Submitted by: Kenzo J. A. Cruz Date: 1/10/22

ACTIVITY: Meeting

Attendees

	FIRST NAME	LAST NAME	DIV. / DEPT.	SIGNATURE
1.	Makin	Ferrer	Prod.	
2.	Wito de	Lucas	Prod.	
3.	Ches-Pas	Padua	Prod.	
4.	Piun	Shilo	Prod.	
5.	Ulat Street	Aranda	Prod.	
6.	Shelton J. L.	DI	Prod.	
7.	Jay R.	Polopoz	Prod.	
8.	Jon Louie	Frederick	Prod.	
9.	Uriel	Acuña	Prod.	
10.	Leandro	ESPAÑOLA	Prod.	
11.	Jonas	Pineda	Prod.	
12.	Morco	Pesa	Prod.	
13.	Arvin	Alarín	Prod.	
14.	John Paul	MACANAN	PROD	
15.	Ardena Joffe	Harold	Prod.	
16.	Arden	Aranda	Prod.	
17.	Vince-Joseph	Palma	Prod.	
18.	Polly	Arat	Prod.	
19.	Arden John	Arden	Prod.	
20.	Arden	Arden	Prod.	

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ATTENDANCE SHEET

Attendees

	FIRST NAME	LAST NAME	DIV. / DEPT.	SIGNATURE
21.	Arden	Pistone	Prod.	
22.	Arden	Arden	Prod.	
23.	Carlos	Comer	Prod.	
24.	Elan	Arden	Prod.	
25.	Arden	Arden	Prod.	
26.	Arden	Arden	Prod.	
27.	Arden	Arden	Prod.	
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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:

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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

> Prodn 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: