



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-04-0001

Date Issued: 04-Apr-22

Customer

EPPI

Item Code

516182300

Item Description

LINUS FAL ASIA

Job Order Number

14647

Attention To

NOEMI CEPEDA

Department

KPLIMA-PRODUCTION

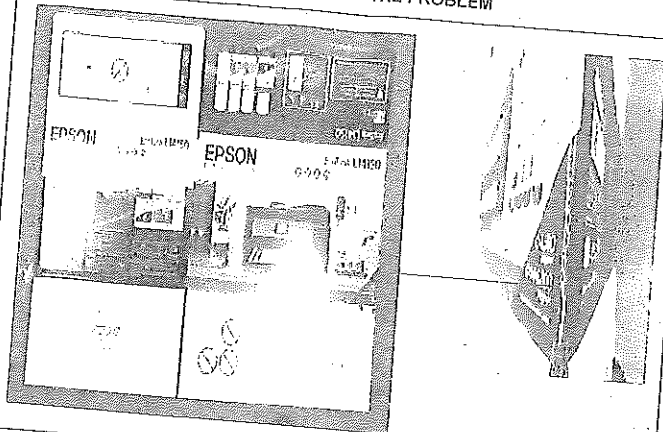
Date of Detection

02-Apr-22

Section Detected

INLINE QA

ILLUSTRATION OF THE PROBLEM



☒ Major

☐ Minor

Lot Quantity (pcs.)

400

Reject Quantity (pcs.)

33

Reject Percentage

8.25%

Nature of Defect:

CRACKING

Requirement:

ITEM SHOULD BE IN GOOD CONDITION; NO OCCURRENCE OF CRACKING

Actual:

CRACKING OCCURRED ON THE FOLDING AREA

NO. OF OCCURRENCE

☒ First

☐ Recurrence

No.:

Date:

Issued by

CHERIE ANNE AREVALO
QA-IE Staff

DISPOSITION

☐ Hold

☐ Special Acceptance

☐ For Rework

☐ Reject / Disposal

Checked by

[Signature]
QA Supervisor

AREA OF OCCURRENCE / ORIGIN

☐ Slotter

☐ EQOS

☐ Diecut

☐ Detaching

☒ Gluing

☐ Vertical

☐ Others:

CONTENT

☐ Material

☐ Dimension

☐ Appearance

☒ Process / Method

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:

Why 1: - Wrong usage of pattern sheet and pressure.
Why 2:
Why 3: - Pattern sheet (kaufu) was still there in the pattern sheet rack.
Why 4:
Why 5:

Why 1: Operators were not aware about the information
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	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)																																																																																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="5" style="text-align: left;">A. Sorting Result</th> <th colspan="2" style="text-align: left;">Actions to be done to eliminate recurrence</th> <th style="text-align: left;">Who / When</th> </tr> <tr> <th></th> <th>Location</th> <th>Total Stock</th> <th>NG</th> <th>Total Good</th> <th></th> <th></th> <th></th> </tr> <tr> <td>RM</td> <td></td> <td></td> <td></td> <td></td> <td rowspan="3" style="text-align: center; vertical-align: middle;">System</td> <td rowspan="3"></td> <td rowspan="3"></td> </tr> <tr> <td>WIP</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>FG</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <th colspan="5" style="text-align: left;">B. Orientation</th> <td rowspan="4" style="text-align: center; vertical-align: middle;">Design / Tools</td> <td rowspan="4"></td> <td rowspan="4"></td> </tr> <tr> <th>Date</th> <td></td> <th>Time</th> <td></td> <td></td> </tr> <tr> <th>Title</th> <td colspan="4"></td> </tr> <tr> <th>Attendees</th> <td colspan="4"></td> </tr> <tr> <th colspan="5" style="text-align: left;">C. Reworking</th> <td rowspan="4" style="text-align: center; vertical-align: middle;">Process</td> <td rowspan="4" style="vertical-align: top;"> <i>- Removal of the pattern sheet.</i> <i>- Reminder for all concerned operator. for proper information dissemination.</i> TARGET DATE: 4/4/22 (morning meeting) Prod. 15 </td> <td rowspan="4" style="text-align: center; vertical-align: middle;">Tooling C.</td> </tr> <tr> <td>Rework Quantity</td> <td colspan="4"></td> </tr> <tr> <td>Total Good</td> <td colspan="4"></td> </tr> <tr> <td>Rework Percentage (Good)</td> <td colspan="4"></td> </tr> </table>		A. Sorting Result					Actions to be done to eliminate recurrence		Who / When		Location	Total Stock	NG	Total Good				RM					System			WIP					FG					B. Orientation					Design / Tools			Date		Time			Title					Attendees					C. Reworking					Process	<i>- Removal of the pattern sheet.</i> <i>- Reminder for all concerned operator. for proper information dissemination.</i> TARGET DATE: 4/4/22 (morning meeting) Prod. 15	Tooling C.	Rework Quantity					Total Good					Rework Percentage (Good)				
A. Sorting Result					Actions to be done to eliminate recurrence		Who / When																																																																										
	Location	Total Stock	NG	Total Good																																																																													
RM					System																																																																												
WIP																																																																																	
FG																																																																																	
B. Orientation					Design / Tools																																																																												
Date		Time																																																																															
Title																																																																																	
Attendees																																																																																	
C. Reworking					Process	<i>- Removal of the pattern sheet.</i> <i>- Reminder for all concerned operator. for proper information dissemination.</i> TARGET DATE: 4/4/22 (morning meeting) Prod. 15	Tooling C.																																																																										
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)																																																																													
☐ Closed ☐ Still Open ☐ Re-issue IRF		QA Supervisor	QA Asst. Manager	Line Leader	Department Head																																																																												
		Date:	Date:	Date:	Date:																																																																												

PRODUCTION ACTION PLAN

KANEPACKAGE PHILIPPINE, INC.

ATTENDANCE SHEET

Submitted by: RONALD A. GIL Date: 1/10/12

ACTIVITY MEETING

Attendees

	FIRST NAME	LAST NAME	DEV. / DEPT.	SIGNATURE
1.	Mulvin	Ferrer	Prod.	
2.	De la Cruz	Barro	Prod.	
3.	Jose Luis	Zabala	Prod.	
4.	Ron	Alba	Prod.	
5.	Mano	Alba	Prod.	
6.	Shirley	Alba	Prod.	
7.	Jay R	Collopes	Prod.	
8.	John	Lozano	Prod.	
9.	Veron	Alcortado	Prod.	
10.	Leonor	ESPAROLA	Prod.	
11.	John	Pera	Prod.	
12.	Morco	Pera	Prod.	
13.	John	Alcortado	Prod.	
14.	John	Alcortado	Prod.	
15.	John	Alcortado	Prod.	
16.	John	Alcortado	Prod.	
17.	John	Alcortado	Prod.	
18.	John	Alcortado	Prod.	
19.	John	Alcortado	Prod.	
20.	John	Alcortado	Prod.	

GA-001-F13-Rev. 00

Page 1 of 1

ATTENDANCE SHEET

Attendees

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

GA-001-F13-Rev. 00

Page 2 of 2

Attendance of morning meeting

**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

> 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: