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-24-06-0033 Date Issued: 14-Jun-24

Customer	EPPI-VP	Attention To	G. De Guzman/W. Apalla/N. Orlanda
Item Code	514176000	Department	KPLaguna- PRODUCTION /QA
Item Description	INDIVIDUAL CARTON BOX	Date of Detection	13-Jun-24
Job Order Number	KAN01387D020003	Section Detected	EPSON VP

ILLUSTRATION OF THE PROBLEM

☒ Major ☐ Minor

Lot Quantity (pcs.)	Reject Quantity (pcs.)	Reject Percentage
375	1	0.27%

Nature of Defect:

WRONG USED OF DIE BLADE

ITEM SHOULD BE IN GOOD CONDITION; NO OCCURRENCE OF WRONG USED OF DIE BLADE

Actual:

WRONG USED OF DIE BLADE WAS ENCOUNTERED ON THE ITEM (PLEASE SEE ATTACHED PICTURE)

NO. OF OCCURRENCE	DISPOSITION	AREA OF OCCURRENCE / ORIGIN		CONTENT
☒ First	☐ Hold	☐ Slotter	☐ Gluing	☐ Material
☐ Recurrence	☒ Special Acceptance	☐ EQOS	☐ Vertical	☐ Dimension
No.:	☐ For Rework	☒ Diecut	☐ Others:	☐ Appearance
Date:	☐ Reject / Disposal	☐ Detaching		☒ Process / Method

Issued by	Checked by	Approved by	Received by (Receiving Section)
M. Anonuevo QA Staff 24.06.14	G. Magsino QA Supervisor	- QA Asst. Manager	240627 N.Orlanda/G. De Guzman/W. Apalla / N. ORLANDO Head/ Supervisor/ Manager

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 1: > OQA inspector overlook the defect
	Why 2:	Why 2: > OQA inspector is complacent
	Why 3:	Why 3: and judge the item good without
	Why 4:	Why 4: conducting thorough inspection and
	Why 5:	Why 5: checking of detailed technical
Design / Toolings	Why 1:	Why 1: drawing
	Why 2:	Why 2:
	Why 3:	Why 3: > ~~Insuffi~~ Upon checking W.I.
	Why 4:	Why 4: insufficient method on checking
	Why 5:	Why 5: of Detailed Technical Drawing
Process / Material	Why 1:	Why 1: vs. actual Output.
	Why 2:	Why 2:
	Why 3:	Why 3:
	Why 4:	Why 4:
	Why 5:	Why 5:

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INVESTIGATION REPORT FORM (IRF)

FINAL CONCLUSION

OCCURRENCE ROOTCAUSE	OUTFLOW ROOTCAUSE
	>Insufficient method on checking of Detailed Technical Drawing vs. actual output

IMMEDIATE ACTION: (Action to be done to contain/ temporary correct the problem found)

A. Sorting Result

	Location	Total Stock	NG	Total Good
RM				
WIP				
FG				

B. Orientation

Date	240619	Time	DS / NS
Title	QA Meeting		
Attendees	QA Line Leader / Inspectors		

C. Reworking

Rework Quantity	N/A
Total Good	
Rework Percentage (Good)	

CORRECTIVE ACTION: (Actions to be done to ensure that the problem will not happen again)

	Actions to be done to eliminate recurrence	Who / When
System	>Re-orient QA inspectors on W.I. for inspection flow of actual item vs. drawing and job order (WI-QA-018-019)	QA LINE LEADER (240619)
Design / Tools	>Revision of work instruction WI-QA-018-030 (Die-Cutted Box Inspection Standard)	L. DIOSO (240626)
Process	>Encode defect phenomenon on rejection history through KP System	L. DIOSO (240626)

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:

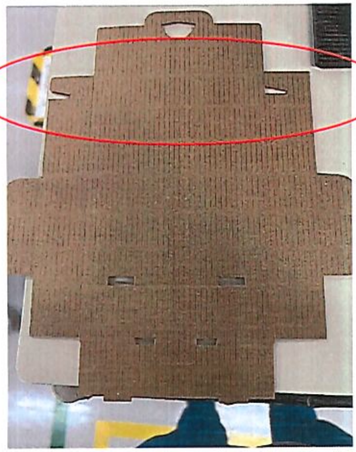
KANEPACKAGE PHILIPPINE INC.
QUALITY ALERT

Date Prepared	Prepared by	Checked by	Approved by	Received by
2024 06 14	N.Orlanda	A.Filipinas / J.Rellora	R.Ramos 240618	

CUSTOMER	EPSON VP	DATE ENCOUNTERED	2024 06 14	AFFECTED QUANTITY	375 PCS
PART NO.	514176000	AFFECTED LOT NO.	KAN01387D020003	DEFECT QUANTITY	375 PCS.
PART NAME	INDIVIDUAL CARTON BOX	DETECTED BY	CUSTOMER	DEFECT CATEGORY	INFORMATION

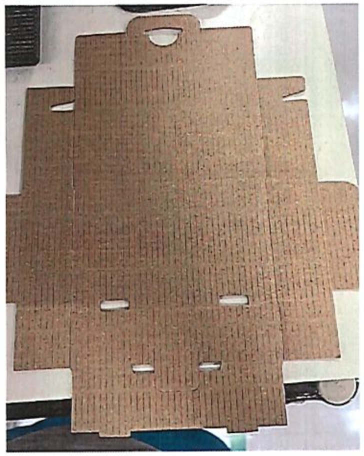
NO GOOD ILLUSTRATION

"WRONG DIE-BLADE USED"



Accepted by customer thru S.A. application

GOOD ILLUSTRATION



EMPLOYEE NAME	SIGNATURE	DATE
Ronel L. Mendoza		240618
Vicmonroe Villaflor		240618
Jhonnel Caseria		240618
Ray Niño Magno		240618
Zander Basquinas		240618
Ric Ryan Ramos		240618
Mackie Garcia		240618
Rhoman Bual		240618
Efren Pelenq		240618
DARWIN PEDRIGAL		240618
Jomarie Joyce Villanueva		240618
Alvin Borromeo		240618
Mark Grey Aguilar		240618
Jefferson Principe		240618
Clarissa Joy Pastera		240618
Joedel Anthony Engal		240605
Alvin Bonoyo		240618
JESSIE MENDOZA		240618
LENARD CORUNO		240618
LESTER ARNCADO		240618
MARK JOSEPH LAVARO		240618
Jayrel Kyle Anlap		240618
VINCENT REYES		240618
Kenneth P. Morarillo		240618
MICHAEL RUADERA		240618
BENJON PORTES		240618

KANEPACKAGE PHILIPPINE INC.

MINUTES OF THE MEETING

Date:	240619	Time Start:	0604H	Time Finished:	0622H	Venue:	QA AREA

ATTENDEES:

SEE ATTACHMENT

AGENDA:

QA DAILY MEETING

MINUTES:

* DISCUSS ABNORMALITY ENCOUNTERED BY DAYSHIFT
(SEE ATTACHED ABNORMALITY REPORTS)

* CONTINUATION OF FOR INSPECTION ITEMS ESPECIALLY CBMP AND KOWA-EMORI

* CONTINUATION OF SORTING FOR LINE SEIKI BOARDS c/o EXTERNAL PROVIDER
>> REMIND IQA TO CONDUCT BROWSING, BENDING AND TAPPING DURING RECEIVING OF MATS

* REMIND INSPECTORS AND JO MONITORING REGARDING BALANCING OF JO WITH CHILD JO

* QA TRAINING SCHEDULE 240619

* DISCUSS QUALITY ALERT FROM EPSON VP
>> 514176000 INDIVIDUAL CARTON BOX
>> 375 pcs. WRONG DIECUT BLADE USED
(FOR INVESTIGATION)

* PRIORITIZE FOR LOADING ITEMS ESPECIALLY CBMP FX2-5097-000

* MAINTAIN 7s IN WORKING AREA

FOLLOW UP MEETING:
(date & time)

for KPPI fill up only

Prepared by: J. PAMPLONA

Reviewed by: 240619

Noted by: 240619

KANEPACKAGE PHILIPPINE, INC.

ATTENDANCE SHEET

Submitted by: ______________________ Date: ____________

ACTIVITY

Attendees

	FIRST NAME	LAST NAME	DIV. / DEPT.	SIGNATURE
1	JAMAICA	TABOT	QA	
2	JIMWELL	REYES	QA	
3	BUEN MARI	LOPE	QA	
4	VICTOR	EMNACE	QA	
5	KE RUN	VERAS	QA	
6	JEXTER	TAMPOC	QA	
7	BENJON	PORTES	QA	
8	JHEENA MAE	CASIPIT	QA	
9	Jomari	Aboc	QA	
10	LENARD	CORUNU	Q.A.	
11	MICHAEL	RUADERA	Q.A	
12	Alvin	Bonayo	QA	
13	Kenneth J.	Maravilla	Q	
14	JESTER	ABSGADO	QA	
15	CEZAR	MONTANO	QA	
16	Mark Joseph	Lacado	QA	
17	Jocell	Igot	QA	
18	Jezrel Kyle	Aulap	QA	
19	Francis	AVCURAN	Q.A	
20				
21				

Note: This form is confidential. Do not use as scratch paper.

KANEPACKAGE PHILIPPINE INC.

MINUTES OF THE MEETING

Date: 240618 Time Start: 20:00 Time Finished: 20:08 Venue: QA Area

ATTENDEES:

see attachment

AGENDA:

QA Daily meeting

MINUTES:

attendance:
Absent - Ian Cedrick Leonardo

Discussed Quality alert:
* Customer: EPSON VP
Problem: Wrong Die Blade Used.
item code: 5141760000
affect Qty: 375 pcs.

Discussed abnormality Report:
* Customer: Global Mocon
Problem: off spec.
item code: HK04169
affect Qty: 80pcs.

* Customer: EPSON
Problem: off color.
item code: 5152789000
affect Qty: 125pcs.

FOLLOW UP MEETING:
(date & time)

for KPPI fill up only

Prepared by: Jtolores.

Reviewed by:

Noted by: 240619

KANEPACKAGE PHILIPPINE INC.

MINUTES OF THE MEETING

Reminders / Discussion:

* Continue the loading for Denso item. Some inhouse item of Denso is ongoing process. And for FG from supplie late arrival of materials.
* Continue the item of CBMP KJ1-1236 box and partition. with 24 sets partial deliver. Ongoing at production.
* Temporary QA check for appval for IPD's item from production. ME is VL today.
* Continuation sorting from supplier tomorrow for 475X635 BF line Seiki standard box at screening 3 with label.
* Continue the inspection for CBMP tray and Advance inspection for Brother D01X(N001).
* Requirement to QA every Saturday return for balances for supplier. PC every monday clean up.
* Prepare for TUV Audit on June 27 and 28.
* KPPI certification / Impact / Aspect / IMS policy
* June 19 swap on June 22. 19 with work and 22 without.
* Confirmation for Darwin NTE'S (mix item, ~~reminder~~ line clearance).
* Continue for inspection of item.
* Continue for transfering FG at warehouse
* For time study for long consuming hour. For the part of QA for checking the item from production. They will be attach or note on the remarks of JO for starting and end time for checking the item on for approval.
  QA approval time Start and End.

* Confirmation for Darwin NTE's for mix item reminder line clearance.

FOLLOW UP MEETING:

(date & time)

for KPPI fill up only

Prepared by: Jflores

Reviewed by:

Noted by:

KANEPACKAGE PHILIPPINE, INC.

ATTENDANCE SHEET

Submitted by: 　　　　　　　　　　Date:

ACTIVITY

Attendees

	FIRST NAME	LAST NAME	DIV. / DEPT.	SIGNATURE
1	Rhoamar	Buan	QA	
2	DARWIN	PEDRIGAL	QA	
3	CLARISSA JOY	PASTERA	QA	
4	RAPHAEL NELMER	BONAOBRA	QA	
5	RJ [illegible]	[illegible]	QA	
6	Maclil	GARCIA	QA	
7	[illegible]	[illegible]		
8	[illegible] Jay	Esquibel	QA	
9	Joanne	Flores	QA	
10	Jefferson	Principe	QA	
11	ALVIN	Borromeo	QA	
12	Mark	[illegible]	QA	
13	Vicmonroe	[illegible]	QA	
14	Jhonnel	Caseria	QA	
15	[illegible]	PANSUYO	QA	
16	Zandro	[illegible]	QA	
17	Ronel	Mendoza	QA	
18	Jeremy	Pauma	QA	
19	JOMARIE ROYCE	Villanueva	QA	
20				
21				

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WORK INSTRUCTION MANUAL

TITLE	CONTROL NUMBER	REVISION NUMBER	PREPARED BY	CHECKED BY	APPROVED BY
DIE CUTTED BOX INSPECTION STANDARD	**WI-QA-018-030**	**01**	L. Dioso / N. Orlanda	Roderick Ramos	Jeniffer Gallos

A. PPE REQUIREMENT

1) Safety Shoes

B. GENERAL SAFETY REQUIREMENT

1) Report any incident, accident, or near miss.

2) Observe proper hygiene during break time and after work.

C. IN CASE OF EMERGENCY 01

1) Immediately inform supervisor.

2) Immediately inform *Safety* and Health Team in case of injury-related emergencies.

3) Immediately inform ERT/ Safety Team in case of fire-related emergencies.

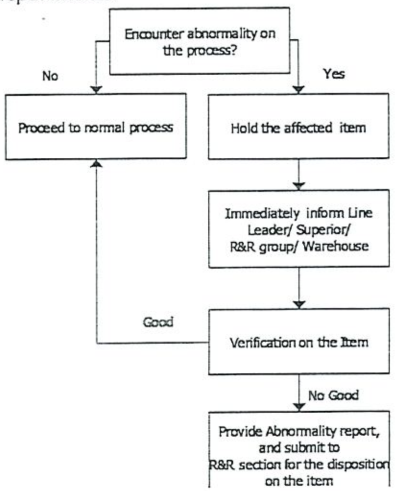
D. ENVIRONMENT

1) Always follow the waste segregation scheme (corrugated, plastic, eperan, hazardous).

2) Always observe energy conservation - Turn-off light, machine, electric fan, etc. when not in use.

E. IN CASE OF ABNORMALITY

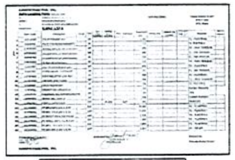
1) Inform all concerned persons / departments.

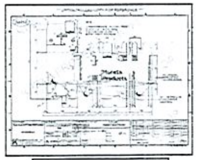


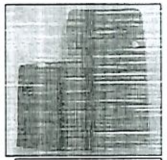
1. QA Inspector shall check information between Job Order (JO) Form, attached Drawing and Loading Form. The information on documents shall tally with the Actual Item to be inspected. The JO Form indicates the Customer Name, Item Code, Item Name, Quantity Required, Delivery Date and other necessary information.
Dapat i-check ng QA ang mga impormasyon na nakalagay sa Job Order (JO) Form, attached Drawing at Loading Form. Ang mga impormasyon na nakalagay sa dokumento ay dapat tugma sa Actual Item na susuriin. Ang JO Form ay nagpapahiwatig ng Customer Name, Item Code, Item Name, Quantity Required, Delivery Date at iba pang kinakailangang impormasyon.


Job Order (Existing)


Job Order (IPD)

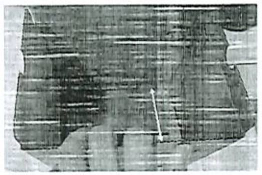

Loading Form


KPPI Drawing


Actual Item

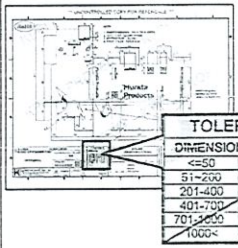
2. QA Inspector shall conduct box forming and inner dimensional inspection in the sequence of Length, Width and Height at least three (3) pieces per lot.
Ang QA Inspector ay magsasagawa ng box forming at inner dimensional inspection sa pagkakasunod-sunod ng Haba, Lapad at Taas ng tatlong (3) piraso kada lot.


Length

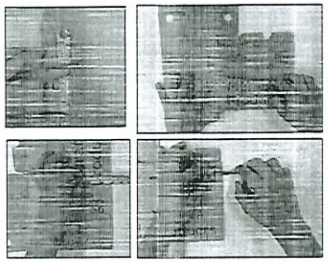

Width

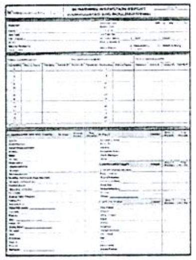

Height

3. QA Inspector shall conduct dimensional inspection on the text/ character following the given tolerance indicated in the KPPI Drawing.
QA Inspector ay dapat magsagawa ng dimensional inspection sa text / character base sa ibinigay na tolerance na nakalagay sa KPPI Drawing.



TOLERANCE	
DIMENSION:	+/- 2
<=50	+/- 1
51-200	+/- 2
201-400	+/- 3
401-700	+/- 4
701-1000	+/- 5
1000<	+/- 8





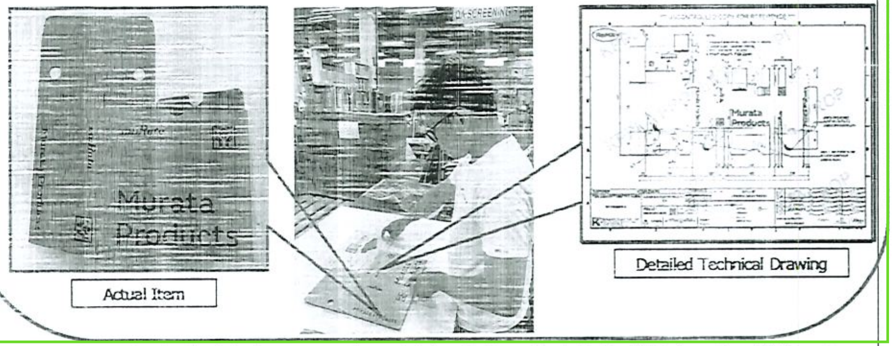
Note:
Tandaan:
a. QA Inspector shall fill out completely all information on Screening Inspection Report (Corrugated and Moulded Items) (QA-018-F01).
Dapat ilagay ng QA Inspector ang lahat ng impormasyon sa Screening Inspection Report (Corrugated and Moulded Items) (QA-018-F01)
b. Any discrepancies that exceeded the required tolerance shall be reported to QA Leader for proper disposition.
Anumang mga pagkakaiba na lumagpas sa required tolerance ay dapat i-report sa QA Leader para sa tamang disposisyon.

01

4. QA Inspector shall conduct thorough inspection based on detailed technical drawing.
QA Inspector ay magsasagawa ng masusing inspection base sa detailed technical drawing.

01

Note:
Tandaan:
a. QA Inspector shall conduct strict checking of documents before proceeding to a thorough inspection.
QA Inspector ay magsasagawa ng mahigpit na pagsusuri ng mga dokumento bago magpatuloy sa masusing inspeksyon.
b. Job Order (IPD) items shall undergo 100% inspection per batch and conduct thorough inspection.
Ang mga item sa Job Order (IPD) ay dapat sumailalim ng 100% inspeksyon bawat batch at magsagawa ng masusing inspeksyon.
c. Any confusion or discrepancy between technical drawings and actual output should be reported to the QA Leader/Staff/Head.
Ang anumang pagkakalito o pagkakaiba ng mga technical drawings sa actual ouput ay dapat i-report sa QA Leader/Staff/Head.
d. For TRAY/PAD Accessory (IPD Items) will undergo 100% inspection per batch and conduct thorough inspection of QA Inspector.
Para sa TRAY/PAD Accessory (IPD Items) ay sasailalim sa 100% inspeksyon bawat batch at magsasagawa ng masusing inspeksyon ng QA Inspector.



Actual Item
Detailed Technical Drawing

5. After confirming the details of the box, prepare the material on the inspection table for 100% inspection. QA Inspector should give full attention on the defects found during visual inspection such as:
Matapos kumpirmahin ang mga detalye ng kahon, ihanda ang mga materyales sa inspection table para sa 100% visual inspection. Dapat bigyan ng pansin ng QA inspector ang mga defect na nakita habang nagsasagawa ng visual inspection tulad ng:

DIE CUTTED BOX COMMON DEFECTS

5.1 Printing Defect	5.2 Die Cut Defect	5.3. Gluing Defect
5.1.1 Poor Print	5.2.1 Bursting	5.3.1 Misalign Gluing
5.1.2 Blotted Print	5.2.2 Tear Off	5.3.2 Excess Glue
5.1.3 Misalign Print	5.2.3 Uncut	5.3.3 Glue Stain
5.1.4 Missing Print	5.2.4 Misalign Cut	5.3.4 Weak Glue
5.1.5 Scuffing	5.2.5 Inverted Cut	5.3.5 Peel Off

Note: Refer to KPPI General Defect Limit Criteria for the disposition of other defects encountered during inspection.
Tandaan: Bumase sa KPPI General Defect Limit Criteria para sa disposisyon ng mga iba't ibang defect na nakita habang