layered audit

Manufacturing

Are the operating employees trained well in their job?

Yes   No   Na

Is the training matrix updated to till date?

Yes   No   Na

Are all the employees using proper PPE required?

Yes   No   Na

Are the containers for chemicals and that of wastes displayed clearly?

Yes   No   Na

Is the 5s housekeeping properly implemented and followed?

Yes   No   Na

Is there any sign of spill or stain in the area?

Yes   No   Na

Is the OWI contained with EWS and followed properly?

Yes   No   Na

Are the forms and checklists used wherever required?

Yes   No   Na

Does each shift perform an error- proofing verification?

Yes   No   Na

Are the required documentation correctly filled after verification?

Yes   No   Na

The error-proofing verification cells have testing RABBITS?

Yes   No   Na

Is the idling course compliance?

Yes   No   Na

Has the areas undergoing auditing reported any complaints?

Yes   No   Na

Does the area have any quality alerts?

Yes   No   Na

Have the area shift supervisor and manager signed the Area Instruction Sheets and Packaging and Labelling Instructions?

Yes   No   Na

Has the area shift supervisor and manager signed the Operator Work Instruction and Measuring Device Instruction Sheets?

Yes   No   Na

Does the workstation have proper instructions?

Yes No Na

Are all the inspection quality checks being carried out?

Yes No Na

Are all the inspection requirements followed?

Yes No Na

Are the safety checklist, process run sheet, and changeover checklist verified?

Yes No Na

Are the first-off procedures followed effectively?

Yes No Na

Is FIFO effectively followed at the workstation?

Yes No Na

Are dustbins available and has visible marks on them?

Yes No Na

Do the per inspection sheet have proper gauge and calibration stickers?

Yes No Na

Is the container lot traceable?

Yes No Na

Are the cell's labels followed properly?

Yes No Na

Are the packaging/labelling Instructions effectively followed while packaging/labelling?

Yes No Na

Do the containers have their operators ?

Yes No Na

Has the site reviewed the top RPN from PFMEA?

Yes No Na

Does the site have a communication log and is it completed?

Yes No Na

Is the reset process followed at the site?

Yes No Na