

QUALITY MANUAL

ABNORMAL PROCEDURES :

CONTENTS	DUTY PARTY	DOCUMENTS REF.	QUALITY RECORD
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <pre> graph TD A[UNQUALIFIED PRODUCTS (NG) INCOMING MATERIAL IN-PROCESS/FINISHED] --> B["'NG' MARK"] B --> C["'NG' DISPOSAL"] C --> D[ORIGINATE CORRECTIVE] C --> E[PREVENT TIMING] D --> F[CORRECTIVE ACTION] E --> G[PREVENT ACTION] F -- NO --> F G -- NO --> G F --> H[RESULT FOLLOW] G --> H H -- YES --> I[IMPROVE CONTINUALLY] H -- NO --> F H -- NO --> G </pre> </div> <div style="width: 50%;"> <p>QC WRITE RECORD FOR "NG" PRODUCTS, AND MARK IN MATERIAL/IN-PROCESS/FINISHED PRODUCTS FOR IDENTIFICATION.</p> <ol style="list-style-type: none"> 1. "NG" MATERIAL: WRITE "INCOMING MATERIAL CHECK LIST" AND HANDLE RETURN OR PARTICULAR ORDER TOGETHER WITH RELATED PARTIES. ◦ 2. "NG" IN-PROCESS/FINISHED PRODUCTS: INFORM MANUFACTURING TO RE-WORK OR DISPOSAL AS A JUNK. ◦ 3. "NG" PRODUCTS FROM CUSTOMER: QC RE-INSPECT AND SALES WILL NEGOTIATE WITH CUSTOMER. <p>(一) ORIGINATE CORRECTIVE</p> <ol style="list-style-type: none"> 1. SALES : WHEN RECEIVING CLAIM OR RETURN FROM CUSTOMER 2. MANUFACTURING : WHEN THEY FOUND ABNORMAL SITUATION OF QUALITY SYSTEM FROM DATA STATISTIC 3. INTERNAL AUDITOR: WHEN THEY FOUND FAULT 4. RELATED PARTIES: SPECIAL CASES <p>(二) PREVENT TIMING</p> <ol style="list-style-type: none"> 1. ABNORMAL EVENT MIGHT BE HAPPENED PRESUMED BY DATA ANALYSIS ◦ 2. THE SIMILAR ABNORMAL EVENT HAPPENED IN THE SAME BUSINESS <p>(三) CORRECTIVE ACTION</p> <ol style="list-style-type: none"> 1. ORIGINATED PARTY WRITE IMPROVEMENT REPORT & SUGGEST CORRECTIVE ACTION TOGETHER WITH RELATED DUTY PARTIES 2. IF PARTIES HAS DIFFERENT COMMENTS, THE DECISION WILL BE MADE FROM DUTY PARTY CHIEF. <p>(四) PREVENT ACTION</p> <ol style="list-style-type: none"> 1. DRAW UP PREVENT ACTION FROM ORIGINATED PARTY 2. FOLLOW RESULT OF PREVENT ACTION FROM ORIGINATED PARTY OR THE PEOPLE SEND FROM DUTY PARTY 3. DOCUMENTED WORK FOR ACTION AND RESULT. 4. RELATED DOCUMENTS TO BE CHECKED BY DUTY PARTY CHIEF AND CONFIRM THE EFFECTIVENS IN MANAGE AUDIT MEETING. </div> </div>	<p>QC</p> <p>RELATED PARTIES</p> <p>STOCKHOUSE</p> <p>MANUFACTURING</p> <p>SALES</p> <p>SALES</p> <p>RELATED PARTIES</p> <p>ORIGINATED PARTY</p> <p>DUTY PARTY</p> <p>ORIGINATED PARTY</p> <p>DUTY PARTY</p>	<p>DRAWING</p> <p>QC WORK REPORT</p> <p>INSPECTIONS</p> <p>STANDARD</p> <p>OPERATION GUIDANCE</p> <p>INCOMING MATERIAL</p> <p>INCOMING MATERIAL</p> <p>CHECK LIST</p> <p>CLAIM REPORT</p> <p>FINISHED PRODUCTS</p> <p>INSPECTION RECORD</p> <p>NG REPORT</p> <p>JUNK REPORT</p> <p>CLAIM REPORT</p> <p>AUDIT FAULT REPORT</p> <p>NG REPORT</p> <p>IMPROVEMENT REPORT</p> <p>MEETING RECORD</p> <p>IMPROVEMENT REPORT</p>	<p>INCOMING MATERIAL</p> <p>CHECK LIST</p> <p>FINISHED PRODUCTS</p> <p>INSPECTION RECORD</p> <p>NG REPORT</p> <p>INCOMING MATERIAL</p> <p>CHECK LIST</p> <p>CLAIM REPORT</p> <p>FINISHED PRODUCTS</p> <p>INSPECTION RECORD</p> <p>NG REPORT</p> <p>JUNK REPORT</p> <p>CLAIM REPORT</p> <p>AUDIT FAULT REPORT</p> <p>NG REPORT</p> <p>IMPROVEMENT REPORT</p> <p>MEETING RECORD</p> <p>IMPROVEMENT REPORT</p>