

# **Check Sheet**

2 Jun 2023 / Green R	ubber Shoes / Zia Clarence		Complete
Score	<b>0%</b> Flagged items	<b>0</b> Actions	2
Manufacturer			
Westwood Shoe Ma	anufacturing Ltd.		
Manufacturing Facility		Texas, USA (31.9685988, -99.9018131)	
Product			
Green Rubber Shoe	2S		
Quality Control Officer		Zia Clarence	
Conducted on		02.06.2023 18:00 PST	

**Actions** 2 actions

Check Sheet / Product / Product 1

**Defect** 

Incorrect labe



Photo 1

To Do | Assignee SafetyCulture Staff | Priority Low | Due 09.06.2023 18:30 PST | Created by S afetyCulture Staff

Recall test reports and make necessary changes.

Perform root-cause analysis with them about why there are several occurrences of incorrect labels. Did we receive the wrong materials from our supplier? Use SafetyCulture "quality control check sheet" to help determine the defect cause.

Check Sheet / Product / Product 2

**Defect** 

Wrong color



Photo 2

To Do | Assignee SafetyCulture Staff | Priority Low | Due 09.06.2023 18:32 PST | Created by S afetyCulture Staff

Conduct a gemba walk to the color mixer area.

Ask what they think about some incidents of wrong color produced on our rubber shoes and re-train operators, if necessary.

**Check Sheet** 2 actions

#### Instructions:

 Tap "add Product" to start inspecting a defective product.
Select response to identify the type of defect.
Tap the camera icon or "Image" to add photos of the defect and annotate the photos to clearly locate the defect. For your reference, here is an example:



[This is an example of how you can use SafetyCulture to include best practice reference images in your check sheets to assist with quality control]

4. Keep tapping "add Product" to check for more defects.

5. Write additional observations, sign off with a digital signature and tap "save & close" to complete the check sheet and automatically share all recorded quality control data to members of your organization.

**Product** 2 actions

1 action **Product 1** 

Defect Incorrect label



Photo 1

To Do | Assignee SafetyCulture Staff | Priority Low | Due 09.06.2023 18:30 PST | Created by S afetyCulture Staff

Recall test reports and make necessary changes.

Perform root-cause analysis with them about why there are several occurrences of incorrect labels. Did we receive the wrong materials from our supplier? Use SafetyCulture "quality control check sheet" to help determine the defect cause.

Product 2

#### **Defect**

Wrong color



Photo 2

To Do | Assignee SafetyCulture Staff | Priority Low | Due 09.06.2023 18:32 PST | Created by S afetyCulture Staff

Conduct a gemba walk to the color mixer area.

Ask what they think about some incidents of wrong color produced on our rubber shoes and re-train operators, if necessary.

#### **Product 3**

### **Defect**

Other



Photo 3

#### **Specify**

Missing detail

### **Product 4**

#### **Defect**

Mismatched label



Photo 4

# Sign Off

### **Additional Observations**

Incorrect labels are our recurrent product defects and they are frequently located on the outside

## **Quality Control Officer Name & Signature**



Zia Clarence 02.06.2023 18:34 PST

# Media summary







Photo 3 Photo 4



Photo 2

