

PROTOTYPE 样品生产 ( ) PRE-LAUNCH 生产 ( ) PRODUCTION 正常生产							SUPPLIER/PLANT APPROVAL/DATE 供应商/工厂批准/日期			Photo 照片								
							CUSTOMER APPROVAL/DATE (If Req'd) 客户批准/日期(如果需要)											
							OTHER APPROVAL/DATE (If Req'd) 其他批准/日期(如果需要)											
Process control (过程控制)																		
Process Operation 工序操作	EQUIPMENT 生产设备	Characteristic 特性参数	CTQ 是/否	Tolerance 差差	Frequency 频率	REACTION PLAN 应急方案	SAMPLE 样品	MEASUREMENT METHOD DEVICE 测量方法	Responsible 责任人	CURRENT CONTROL 当前控制								
							SIZE 数量	Frequency 频率		Characteristic 特性	TOLERANCE Standard/公差范围	AQL	Records 记录	Document (参考文件)				
Please list all major process operations from incoming inspection to outgoing inspection. 请列出所有从进货检验到出货检验的主要工序。并把对应的工序在设备上显示的	Please list the characteristics or parameters that the main products require according to the process operation. 请列出主要产品的特性和参数，根据工艺操作的要求。并把对应的工序在设备上显示的	Please fill in the tolerance range of the parameters that the main products require according to the process operation. 请填写主要产品要求的参数的公差范围。	If real-time monitoring is not possible, please fill in the corresponding monitoring results differ from the specification (specify frequency). If necessary, write down the corrective actions and emergency plan for handling of products/semi-finished products/finished products (please indicate the reason for handling, such as quality control, processing, assembly, etc.). 如果实时监控不可行，请填写与规格不同的监控结果（指明频率）。如果需要，写出对产品/半成品/成品的纠正行动和应急方案。例如对成品/半成品的处理（请填写处理的原因，如质量控制、加工、装配等）	Please fill in the sampling frequency for its quality control plan. 请填写质量控制计划的抽样频率。	Please fill in the sampling criteria for their quality control points, including 100% inspection and inspection methods (specify frequency). 请填写质量控制点的抽样标准，包括100%的检验，检验方法（指明频率）。	Please fill in the sampling frequency for its quality control plan. 请填写质量控制计划的抽样频率。	Please indicate which items or features of the product are checked at corresponding checkpoints (if there is too much content, such as final inspection, please specify the inspection point and the inspection method instead). 请填写产品在各检查点检查的项目或特征（如果有太多内容，如最终检验，请指明检查点和检验方法）	Please indicate the position of the inspection point (specify the inspection method instead). 请填写检验点的位置（指明检验方法）	Please indicate the tolerance range or standard of inspection parameters at corresponding checkpoints (if there is too much content, such as final inspection, please specify the inspection point and the inspection method instead). 请填写在各检查点可接收水平，（如果有太多内容，如最终检验，请指明检查点和检验方法）	Please indicate whether there is a procedure or operating instruction for the checkpoint, and if so, how many records. 请指出是否有相应的操作或使用说明，并有相应的记录（如有，则指明有多少记录）	Please indicate the acceptable quality levels at checkpoints. Please indicate the number of records, if there is too much content, such as final inspection, please specify the inspection point and the inspection method instead. 请指出在各检查点可接受的质量水平。请指出记录数，如果有太多内容，如最终检验，请指明检查点和检验方法	Please indicate the corrective action and contingency plan in case of failure of the process control plan. 请指出过程控制计划失败时的纠正行动和应急方案（例如产品半成品的处理）						
Incoming Materials 材料	Components/Electrical/Mechanical Item check 电子/电器/部件半成品	/	/	Y	/	Very Batch 每批次	Return of goods (or use after sorting, processing and inspection) 不合格退货 (分拣、加工后检验合用)	IQC Inspection instruction, sampling inspection IQC 检验指导书, 抽样检验	Very Batch 每批次	Visual measurement, Caliper/游标卡尺, LCR, 万用表	IQC	IQC incoming inspection specification BOM IQC进料检验规范 BOM表	CR: 0 MA: 0.65 MI: 1.0	IQC Incoming daily report IQC进料日报表	Return of goods for use after sorting, processing and inspection (不合退货) 不合格退货 (分拣、加工后检验合用)			
	Hardware 五金	/	/	Y	/	Very Batch 每批次	Return of goods (or use after sorting, processing and inspection) 不合格退货 (分拣、加工后检验合用)	IQC Inspection instruction, sampling inspection IQC 检验指导书, 抽样检验	Very Batch 每批次	Visual measurement, Caliper/游标卡尺, 尺子, 刀具	IQC	Appearance/size 外观/尺寸	Spares parts drawing 配件图纸	CR: 0 MA: 1.0 MI: 2.5	IQC Incoming daily report IQC进料日报表	Return of goods (or use after sorting, processing and inspection) 不合格退货 (分拣、加工后检验合用)		
	Packing Materials 包材	/	/	Y	/	Very Batch 每批次	Return of goods (or use after sorting, processing and inspection) 不合格退货 (分拣、加工后检验合用)	IQC Inspection instruction, sampling inspection IQC 检验指导书, 抽样检验	Very Batch 每批次	Visual measurement, Caliper/游标卡尺, 尺子, 刀具	IQC	Appearance/size 外观/尺寸	Packaging engineering order data, 单订单数据, 技术图纸	CR: 0 MA: 1.0 MI: 2.5	IQC Incoming daily report IQC进料日报表	Return of goods (or use after sorting, processing and inspection) 不合格退货 (分拣、加工后检验合用)		
	Plastic Parts 塑零件	/	/	Y	/	Very Batch 每批次	Return of goods (or use after sorting, processing and inspection) 不合格退货 (分拣、加工后检验合用)	IQC Inspection instruction, sampling inspection IQC 检验指导书, 抽样检验	Very Batch 每批次	Visual measurement, Caliper/游标卡尺, 尺子, 刀具	IQC	Appearance/size 外观/尺寸	Spares parts drawing, sign board 配件图纸、签板	CR: 0 MA: 1.0 MI: 2.5	IQC Incoming daily report IQC进料日报表	Return of goods (or use after sorting, processing and inspection) 不合格退货 (分拣、加工后检验合用)		
SMT	/	/	/	X	/	/	/	/	/	First sample/batch sampling 首检/批次抽样	IQC	Appearance 外观	BOM/Feeding table BOM/上料表	CR: 0 MA: 0.65 MI: 2.5	IPOC daily report IPOC日报表	First piece validation and management AD-W1Q-113 首检确认和管理 AD-W1Q-113	Non-conforming return of goods for sorting, processing and use 不合格退货 (分拣、加工后使用)	
Assembly/Soldering 焊接/贴装	/	/	/	X	/	/	/	/	/	First sample/batch sampling 首检/批次抽样	IPOC	Visual measurement II 测量	BOM/Sign board/work instruction BOM/签板/工作指导书	CR: 0 MA: 0.65 MI: 2.5	IPOC daily report IPOC日报表	First piece validation and management AD-W1Q-113 首检确认和管理 AD-W1Q-113	Non-conforming return of goods for sorting, processing and use 不合格退货 (分拣、加工后使用)	
	First Sample 首件	Y	BOM表	Very Batch 每批次	Return to the warehouse for release 退回仓库重新发货	Very Batch 每批次	/	IPOC	Appearance/size/performace 外观/尺寸/性能	BOM/Testing sub-work instruction BOM_BOM上料表	CR: 0 MA: 0.65 MI: 2.5	IPOC daily report IPOC日报表	First piece validation and management AD-W1Q-113 首检确认和管理 AD-W1Q-113	Non-conforming return of goods for sorting, processing and use 不合格退货 (分拣、加工后使用)				
	Parts assembly 配件组装	/	N	Production SOP 生产作业指导书	/	Repair and deal with defective products 不良品返修	Specs	One time per two hours 每小时两次	IPOC	Upper and lower assembly; match Spout/hurry scratch 上下装配; 对齐喷嘴/划伤	IPOC	Polarity: positive and negative contacts 上下极性: 正负极	IPOC	IPOC Inspection Report IPOC 进检报告	IPQC Inspection Report IPQC 进检报告	Feedback to the production group for repair and prevention 反馈给生产组让其纠正并预防		
	Butt welding 焊接	Butt welding machine 动力焊机	额定电压 220V±15%, 额定功率 10kW±5%@40Mpa 方向	Y	Butt welding SOP 生产作业指导书	One time per one hour 每小时一次	Stop operation immediately, readjust parameters and repeat welding until it meets the standard. 调整参数及重焊至合格，重新调整参数及保温准备	10pc	One time per one hour 每小时一次	IPOC, 工, IPQC, 技术人员	Appearance/tension 外观/扭力	0.5kgf	CR: 0 MA: 0.65 MI: 2.5	IPOC Inspection Report, Technical spot check IPQC进检报告, 技术人员点检	Butt welding working instruction AD-W1Q-113 焊接工艺工作指引 AD-W1Q-113	After the failure, the production team shall immediately stop the operation, readjust the parameters and repair the equipment to meet the requirements. After repair, the production team shall resume work. 在失败后，生产团队应立即停止操作，调整参数并修复设备以满足要求。修复后，生产团队应恢复工作。		
	Screw Driver 扭力扳手	Electric Screw Driver 电动螺丝刀	扭力为1.1kg-1.2kg	N	Production SOP 生产作业指导书	One time per one shift 每班一次	/	2pc	One time per one shift 每班一次	Torsion Tester 扭力测试仪	IPOC	Test the torque of the batch test fixture 扭力	0.5kgf	/	Electric Screw Driver torque inspection report 电动螺丝刀扭力检测报告	Working instruction AD-W177 工作指导书 AD-W177	QA finished product inspection working instruction AD-W1Q-161 质量成品检验工作指引 AD-W1Q-161	The defective product produced by the required torque is selected for treatment. Repair defective products. 所产生的不良品将选取扭矩进行维修。
	Electrical Safety 电气安全	/	/	Y	/	/	/	Full Inspection 全检	100%检查 适用交直流产品	Measurement Equipment 测量仪器	IPOC	Hi-pot test/耐压 250V	Working Instruction 工作指引	工	Full Inspection 全检	/	QA finished product inspection working instruction AD-W1Q-161 质量成品检验工作指引 AD-W1Q-161	Repair defective products. 不良品维修修理
	Appearance Check 外观检查	/	/	Y	/	/	/	Full Inspection 全检	Full Inspection 全检	/	IPQC	Appearance/structure 外观/结构	Working Instruction 工作指引	工	Full Inspection 全检	/	QA finished product inspection working instruction AD-W1Q-168 质量成品检验工作指引 AD-W1Q-168	Repair defective products. 不良品维修修理
	Functional Check 功能检查	/	/	Y	/	/	/	Full Inspection 全检	Full Inspection 全检	/	IPQC	Function 功能	Working Instruction 工作指引	工	Full Inspection 全检	/	QA finished product inspection working instruction AD-W1Q-161 质量成品检验工作指引 AD-W1Q-161	Repair defective products. 不良品维修修理
	Range Testing 测距	/	/	Y	/	/	/	Full Inspection 全检	Full Inspection 全检	Bearing/instruments 量具/仪器	IPOC	Sound test 有音响	Inspection Instruction 工具检测	检	Full Inspection 全检	Inspection report 报告	QA finished product inspection working instruction AD-W1Q-168 质量成品检验工作指引 AD-W1Q-168	Repair defective products. 不良品维修修理
	First Sample 首件	/	/	X	/	Very Batch 每批次	/	/	Very Batch 每批次	QA	Appearance/function 外观/功能	Packaging BOM/SOP 包装BOM/作业指导书	/	First sample record 日记	First sample record 监督管理	First sample check and management AD-W1Q-113 首检确认和管理 AD-W1Q-113	Non-conforming return 不合格退货	
	Appearance Check 外观检查	/	/	Y	/	Very Batch 每批次	/	Full Inspection 全检	Very Batch 每批次	QA	Appearance/function 外观/功能	Packaging BOM/SOP 包装BOM/作业指导书	/	QA Outgoing Inspection 报告	QA出货检查报告	QA Outgoing Inspection 报告	Non-conforming return 不合格退货	
	Functional Check 功能检查	/	/	Y	/	Very Batch 每批次	/	Guidelines for finished product inspection 成品检	Very Batch 每批次	QA	Appearance/function 外观/功能	Packaging BOM/SOP 包装BOM/作业指导书	CR: 0 MA: 0.65 MI: 2.5	QA Outgoing Inspection 报告	QA出货检查报告	QA Outgoing Inspection 报告	Non-conforming return 不合格退货	
	Outgoing Check	Functional Check 功能检查	/	/	Y	/	Very Batch 每批次	/	Guidelines for finished product inspection 成品检	Very Batch 每批次	QA	Appearance/function 外观/功能	Packaging BOM/SOP 包装BOM/作业指导书	CR: 0 MA: 0.65 MI: 2.5	QA Outgoing Inspection 报告	QA出货检查报告	QA Outgoing Inspection 报告	Non-conforming return 不合格退货