

FACTORY AUDIT REPORT

Audit overall information			
Client information	Company name:	XXX	
	Address:	XXXXXXXXXXXX	
	Contact person:	XXX	Title: Marketing
	Phone:	XXXXXXX	Fax: XXXXXXX
	Email address:	xxxx	Website: XXXX
Agent (vendor) information	Company name:		
	Address:		
	Contact person:		Title:
	Phone:		Fax:
	Email address:		Website:
Factory information	Company name:	XXXXX	
	Address:	XXXXXX	
	Contact person:	XXXX	Title: G.M.
	Phone:	XXXX	Fax: XXXX
	Email address:	HAGMDQ@HOTMAIL.COM	Website: WWW.HAGN88.COM
Audit type / target product & audit team	Audit tor	ANDY MAI	Audit type
	Attendance	HE AHANQIU	Audit date
	Target product	FOOD MIXER	Repot No.
	Product sort	<input type="checkbox"/> Audio & Video <input type="checkbox"/> Accessory <input checked="" type="checkbox"/> Home Appliance <input type="checkbox"/> Others	

Audit Overall Results					
Summary Results:					
Items	Rating	Sub-sections	Judgment		
Part-1 Manufacturer infrastructure / facilities and capabilities	NI	3.1 Factory Info	C		
		3.2 OEM factory	NA		
		3.3 Production	NC		
		3.4 PCB insertion	NA		
		3.5 QA department	NC		
		3.6 IQC dept.	NC		
		3.7 Store department 货仓	C		
		3.8 Plastic injection/spray/screen	C		
		3.9 Forming of molding and metal	C		
		3.10 Engineering department	C		
Part-2 Management system	NC	1.1 Material routing	NC		
		1.2 Production control	NI		
		1.3 Inspection / testing	NC		
		1.4 Storage	C		
		1.5 Others	C		
		1.6 Additional special requirement	C		
		1.7 Document control	NC		
Overall Result:					
Code :	<input type="checkbox"/> C	<input type="checkbox"/> NI	<input checked="" type="checkbox"/> NC	<input type="checkbox"/> FI	<input type="checkbox"/> NA
Description	Conform	Needs improve	Non-Conform	Further information	Not applicable

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Address : Room 902, 9Floor, Tower-A, Rongjingyuan Plaza, Baoan 48 District, Shenzhen, Guangdong, P.R.C.

地址：中国广东省深圳市宝安区48区融景园A座9楼902室

Tel : +86-0755-29792782 / 29792783 Fax : +86-0755-29792781 / E-mail: sales02@visioninspection.com.hk

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Overall Comments

GUANGMING ELECTRICAL CO.,LTD is a private small and medium size factory which has business in developing, manufacturing and processing. Built in 1999, its main products are motor-operated appliances and domestic kitchen appliance. Factory owns 4 production lines and the annual production capacity can reach 5000,000 sets.98% parts are produced by factory itself and quite a number of products get our country patent of invention.

Factory has passed ISO9000 quality system and operates and controls base on the ISO quality system. Factory provides warehouse, IQC section, production section, QA section and products development section provided by auditing, but some problems are found during auditing as below:

1. All production, processing equipment has not Maintenance records and using status mark.
2. All record reports have not report number and inspection reports have not sample method, No test record and return tracking.
3. QA AND IQC checkout room have not inspection procedure and reference sample.
4. Production line has not reference sample.
5. About all details of problems, please see "PREVENTIVE CORRECTIVE ACTIONS PLAN" item.

Overall, this audit result is failed. Factory can not meet with the quality standard requirement, but factory has strong production capacity, if they improved above problems, we believe that it can complete customer's order on time.

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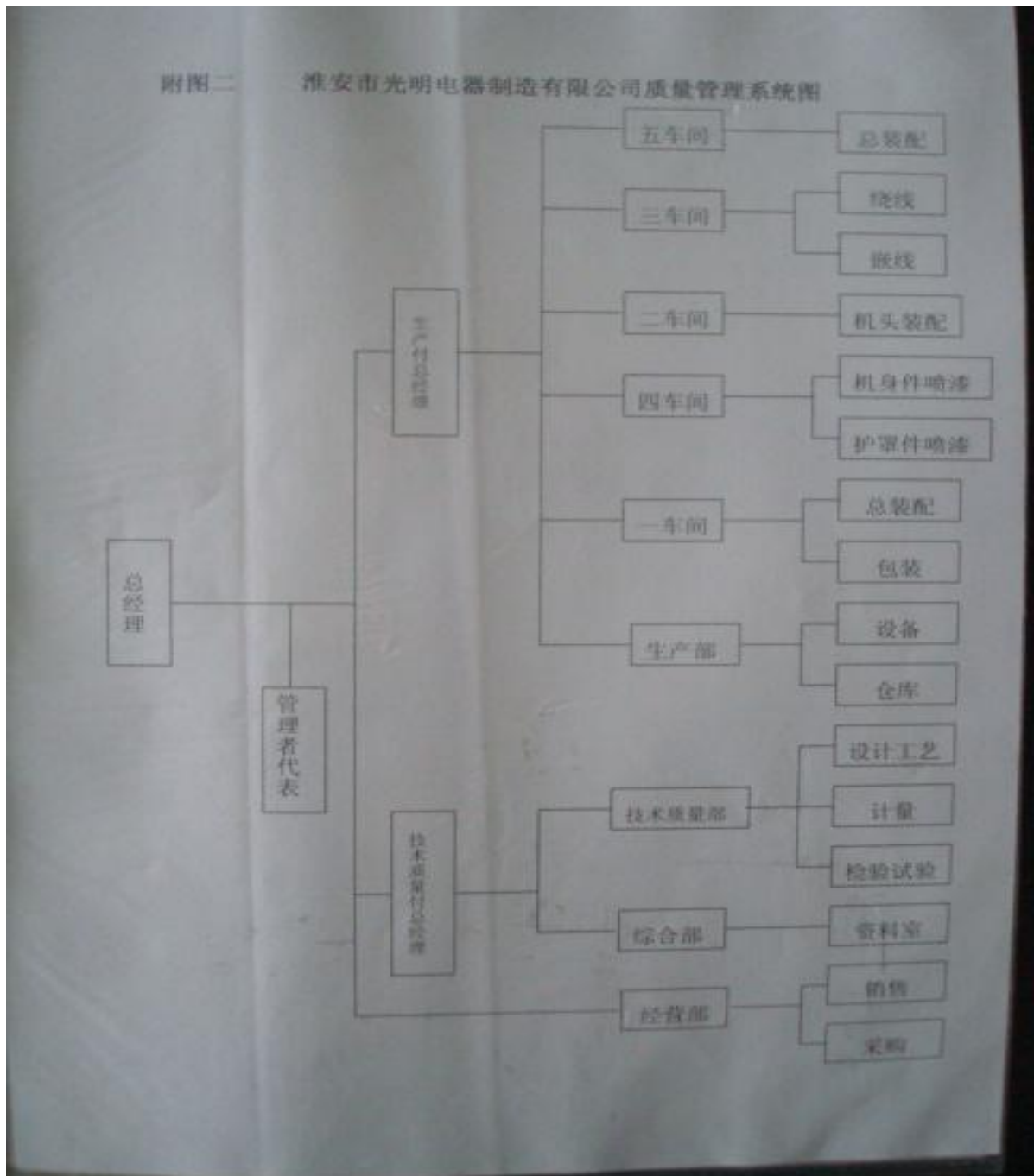
Factory General information

Company name	XXXX		
Factory Address	XXXX		
Date of foundation	XXX	Business licenseX	XXX
Factory area	XXX	Production areaX	XXX
Total staff	XXX	Quality staff	XXX
Production staff	XXX	Engineering staff	XXX

Communication infrastructures

Key contact person	XXX	Position	XXX
Tel.	XXX	Travel tool	XXX
Fax	XXX	Travel time	XXX
E-mail:	XXX	Website:	XXX

Factory organization chart 工厂:



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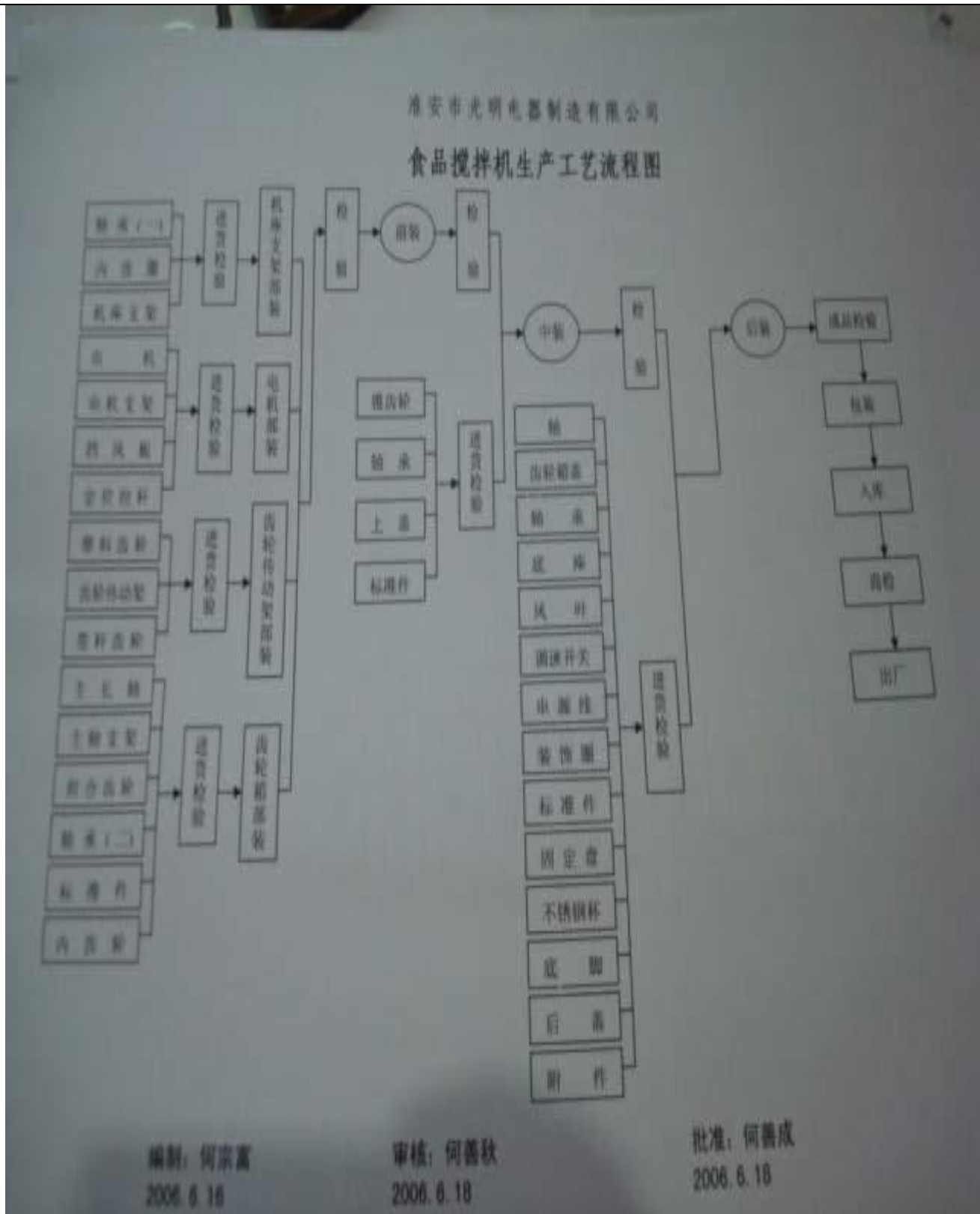
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Production workflow chart:



Products and markets:

Item	Products	ODM	OEM	Standard	Brand	Country
1	Food mixer	<input checked="" type="checkbox"/>		CE GS EMC	XXX	XXX
2	Bench grinder	<input checked="" type="checkbox"/>		CE GS EMC	XXX	XXX

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Management system & related certificates(ISO9000:2001)



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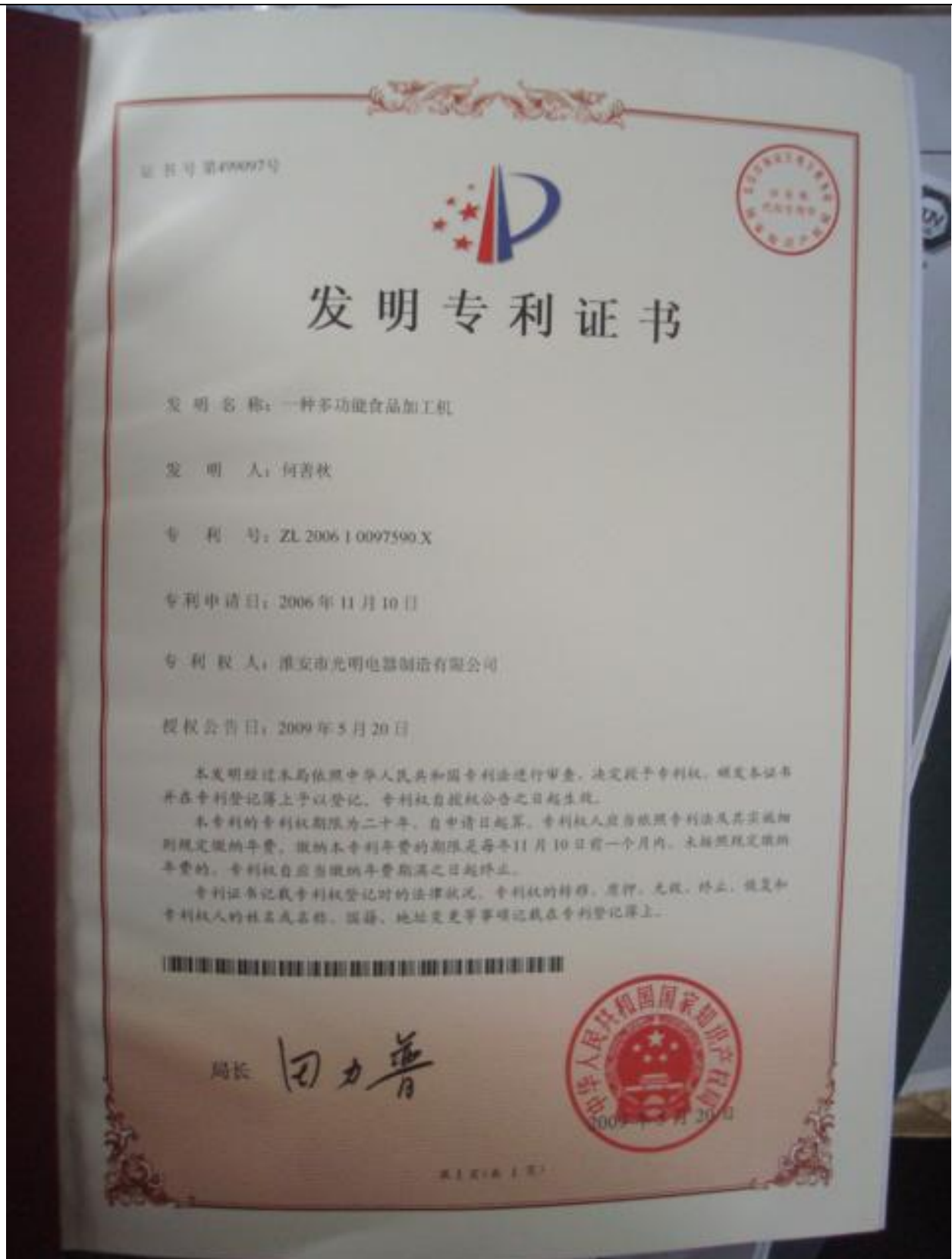
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Recommendations / credentials



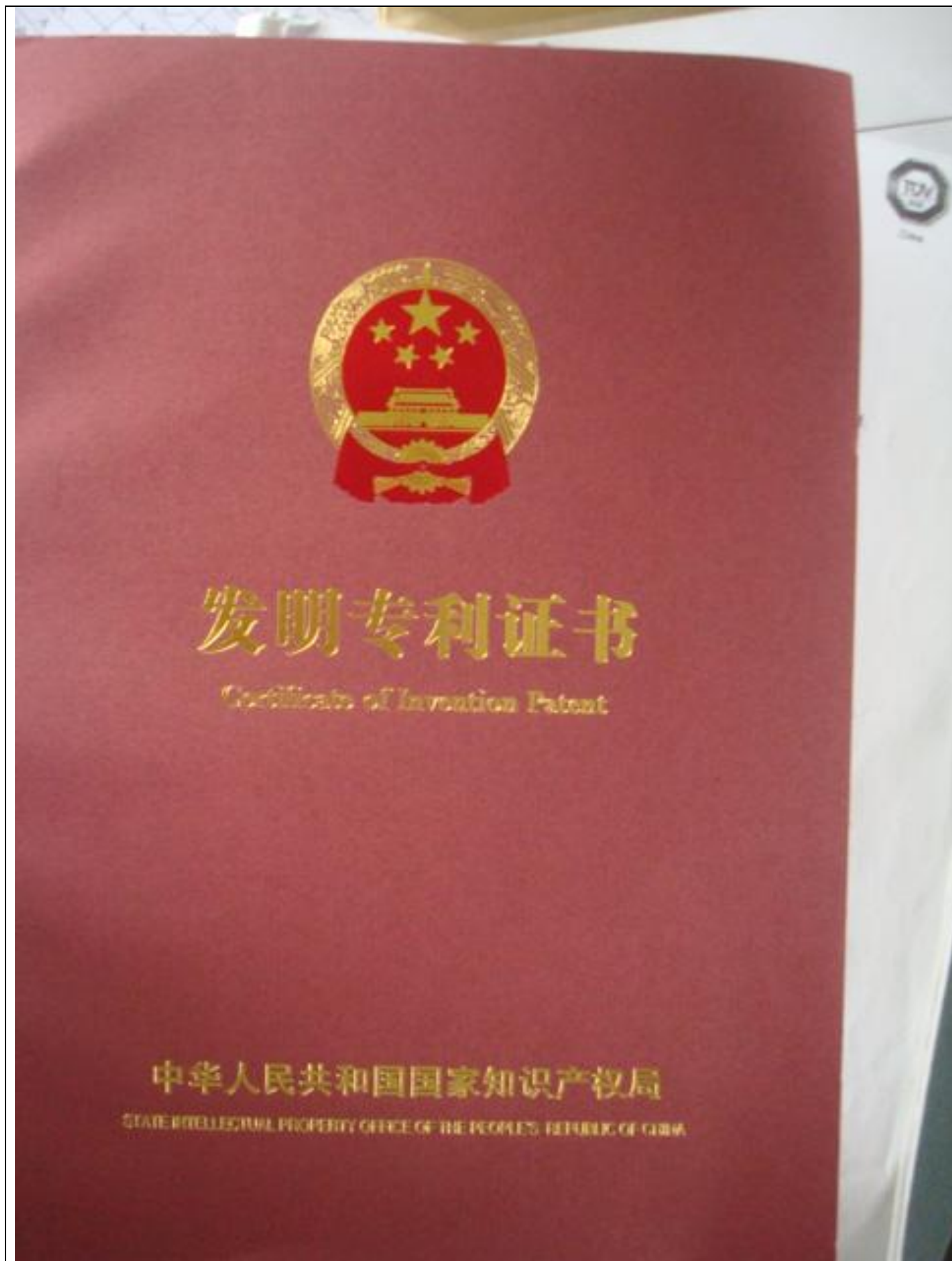
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Audit Checklists

Part-1

1.Manufacturer infrastructure / facilities and capabilities:				<input type="checkbox"/> C	<input type="checkbox"/> NI	<input checked="" type="checkbox"/> NC	<input type="checkbox"/> FI	<input type="checkbox"/> NA
Note: The classification as C = Confirmed; NI = Needs improvement; NC = Non-Confirmed; FI = Further information; NA = No the item								
1.1 Manufactory infrastructure & organization				<input checked="" type="checkbox"/> C	<input type="checkbox"/> NI	<input type="checkbox"/> NC	<input type="checkbox"/> FI	<input type="checkbox"/> NA
Subcontractors information: NA								
Factory name	XXX	Date of foundation	XXX					
Location	XXX	Travel time	XXX					
Total staff	XXX	Subcontract Process	XXX					
Line/Machine	XXX	Capacity	XXX					
Contact person	XXX	Position	XXX					
Tel.	XXX	Fax	XXX					
1.2 OEM PCB/assembly/plastic factory:				<input type="checkbox"/> C	<input type="checkbox"/> NI	<input type="checkbox"/> NC	<input type="checkbox"/> FI	<input checked="" type="checkbox"/> NA
Factory name		Travel time						
Location								
Tel.		Fax						
Contact name		Position						
Line/Machine		Capacity						
Engineering staff		Quality staff						
Comment: NA								
1.3 Production department:				<input type="checkbox"/> C	<input type="checkbox"/> NI	<input checked="" type="checkbox"/> NC	<input type="checkbox"/> FI	<input type="checkbox"/> NA
No. of line	4 pcs	Capacity	600 pcs / 8 hrs / Line					
QC report	NG	Repair report	OK					
Instruction sheet	Yes	Alignment	OK					
General test	OK	Hi-Pot	Yes(1.8KV/ 5 mA/ 3 sec)					
Earth continuity	Yes (25 A / < 0.1Ω)	Calibration	Yes					
Comment: 1.3.1 Production department has not clear QC inspection record, all record has not report number, and sample method 1.3.2 All production, processing equipment has not Maintenance records and using status mark								
1.4 PCB insertion department:				<input type="checkbox"/> C	<input type="checkbox"/> NI	<input type="checkbox"/> NC	<input type="checkbox"/> FI	<input checked="" type="checkbox"/> NA
No. of line	PCS	Capacity	PCS / line / day (hrs)					
Instruction sheet	Yes / No / Na	Alignment	Yes / No / Na					
Solder bar ratio	OK (%: %) / NG	Solder machine	Yes(Auto / Manu) / No					
Soldering temp.	OK (°C-Record) / NG	Flux density	OK (%) / NG					
Comment: NA								
1.5 QA department:				<input type="checkbox"/> C	<input type="checkbox"/> NI	<input checked="" type="checkbox"/> NC	<input type="checkbox"/> FI	<input type="checkbox"/> NA
Sample method	NO	AQL : NO	Cr : / Maj : / Min: /					
Instruction sheet	Yes	Record	Yes					
General test	OK	Reliability	Fi					
Earth continuity	NO	Hi-Pot	NO					
Comment: 1.5.1 QA has unreasonable sample method, it don't match inspection reports.: 1.No report number on the reports.; 2. No sample method on the reports, inspection sample each batch only sampling 3pcs; 3.The differentiate rank for the defects products is not clear. 1.5.2. No Hi-pot and earth test instrument place in QA room (Factory said sent to calibration) 1.5.3 QA has not test record. 1.5.4 QA checkout room has not work instruction sheet and inspection procedure.								
1.6 IQC department:				<input type="checkbox"/> C	<input type="checkbox"/> NI	<input checked="" type="checkbox"/> NC	<input type="checkbox"/> FI	<input type="checkbox"/> NA
Sample method	NO	AQL : NO	Cr : 0 / Maj : 1.0 / Min: 4.0					
Instruction sheet	Yes	Record	NO					
General test	OK	Durability	Fi					
ROHS Test	NO	Plastic Fire resistance test	Na					
Return handling	NO	Hi-Pot	NO					
Comment : 1.6.1 Not accord with inspection reports: 1. No serial number on the reports; 2. No inspection standard on the reports; 3.No return tracking record. 1.6.2. No Hi-pot and earth test instrument place in QA room (Factory said sent to calibration) 1.6.3 IQC has not test record. 1.6.4 IQC checkout room has not work instruction sheet and inspection procedure.								

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1.7 Store department:				<input checked="" type="checkbox"/> C	<input type="checkbox"/> NI	<input type="checkbox"/> NC	<input type="checkbox"/> FI	<input type="checkbox"/> NA
Environment	OK	Handling	Yes					
Moisture/water proofing	Yes	Fire proofing	Yes					
Disposition label	Yes	Location mark	Yes					
Comment : NA								
1.8 Plastic injection, spray & screening department:				<input checked="" type="checkbox"/> C	<input type="checkbox"/> NI	<input type="checkbox"/> NC	<input type="checkbox"/> FI	<input type="checkbox"/> NA
Injection quality	OK	Machine/Type	3 PCS					
Spray quality	OK	Machine/Type	4+6 PCS					
S/S quality	OK	Machine/Type	1 PCS					
Environment	OK	Pollution	OK					
Comment: NA								
1.9 Molding and metal forming department				<input checked="" type="checkbox"/> C	<input type="checkbox"/> NI	<input type="checkbox"/> NC	<input type="checkbox"/> FI	<input type="checkbox"/> NA
EDM machine	1 PCS	CNC machine	4 PCS					
Y-cut machine	1 PCS	Tooling type	Plastic / Material / Both					
Self make ratio	100 %	OEM business	Na					
Forming quality	OK	No. of machine	17 PCS					
Material source	China	Worker safety	OK					
Comment : NA								
1.10 Engineering department:				<input checked="" type="checkbox"/> C	<input type="checkbox"/> NI	<input type="checkbox"/> NC	<input type="checkbox"/> NA	<input type="checkbox"/> NO
E.E./M.E.	1	Job nature	Product Development					
Q.E	1	Job nature	Quality Analysis/managment					
P.E./I.E.(P.I.E)	1 people	Job nature	Production technical follow up					
Development	China	Following	China					
Equipment	OK	Screen room	No					
Technical spec.	Yes	Computerize	Yes					
Comment : NA								

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Part-2

2. Management system:																							
<input type="checkbox"/> C <input type="checkbox"/> NI <input checked="" type="checkbox"/> NC <input type="checkbox"/> FI <input type="checkbox"/> NA																							
Note: The classification as C = Confirmed; NI = Needs improvement; NC = Non-Confirmed; FI = Further information; NA = No the item																							
Item	Contents	Rating	Comments																				
2.1	Material routing	NC																					
2.1.1	Does the supplier review material purchase order against contract?	C																					
2.1.2	Are purchase materials subject to incoming QC inspections to meet the specified requirements?	NC	IQC inspection has not related standard.																				
2.1.3	Are all raw materials have been tested? E.g.: heavy metals.	NI	Factory has not ROSH test instrument, but factory has certificate and mark discriminate for supplied materials.																				
2.1.4	Are quality records maintained for materials purchased?	C	Reports are kept for 1 year.																				
2.1.5	Are there proper handling procedures for non-conforming	NC	No return tracking record.																				
2.2	Production control	NI																					
2.2.1	Are the latest specifications or reference sample available?	NI	There's a first reference sample, but it has not shown at production line																				
2.2.2	Housekeeping, lighting and other facilities adequate in production area?	C																					
2.2.3	Is the equipment and tools maintained in good condition and calibrated?	NI	<p><u>Equipment list :</u></p> <table border="1"> <thead> <tr> <th>Item</th> <th>Last calibrate</th> <th>Next calibrate</th> <th>Cert. no. (By):</th> </tr> </thead> <tbody> <tr> <td>Hi-pot tester</td> <td>2010-10-10</td> <td>2011-10-10</td> <td></td> </tr> <tr> <td>Earth tester</td> <td>2010-10-10</td> <td>2011-10-10</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>All equipment has not Maintenance records and using status mark.</p>	Item	Last calibrate	Next calibrate	Cert. no. (By):	Hi-pot tester	2010-10-10	2011-10-10		Earth tester	2010-10-10	2011-10-10									
Item	Last calibrate	Next calibrate	Cert. no. (By):																				
Hi-pot tester	2010-10-10	2011-10-10																					
Earth tester	2010-10-10	2011-10-10																					
2.2.4	Is the equipment appropriate and sufficient?	C																					
2.2.5	Are work instructions available on production line?	C																					
2.2.6	Are procedures in place for control and traceability of work in progress?	C																					
2.2.7	Are on-line QC carried out checks during production?	C																					
2.2.8	Is there any formal system for corrective action?	C																					
2.2.9	Are non-conforming products separated from production line?	C																					
2.2.10	Are non-conforming quality records maintained?	C																					
2.2.11	Is there any effective system for identification of finished manufactured goods? E.g.: batch coding.	C																					
2.3	Inspection & testing	NC																					
2.3.1	Is housekeeping, lighting and other facilities adequate in the inspection area	C																					
2.3.2	Is the final inspection adequate?	NC	QA AND IQC has not sampling standard.																				
2.3.3	Product is inspected for legal and client specification criteria.	NC	Each batch only sampling 3pcs																				

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2.3.4	Are Non-Conforming products segregated?	C	
2.3.5	Are re-worked products re-inspected?	C	
2.3.6	Are records maintained as evidence of inspection?	NI	
2.3.7	Is housekeeping, lighting and other facilities adequate in the laboratory testing area?	Ni	QA AND IQC has not earth and Hi-pot test instrument because instrument are sent to check.
2.3.8	Is product tested for legal or specifications standards of client?	C	
2.3.9	Are the laboratory facilities appropriate and adequate?	C	
2.3.10	Is the laboratory equipment maintained and calibrated?	C	
2.3.11	Are records maintained as evidence of testing?	NC	No related inspection reports record.
2.4	Storage	NI	
2.4.1	Are incoming materials, components and finished products stored under suitable conditions?	C	
2.4.2	Are the materials / products clearly identified and if required, can present records of traceability?	C	
2.5	Others	C	
2.5.1	What is the artwork handling procedure in the business?	NA	
2.6	Additional special requirement	NA	
2.6.1	Metal contamination equipment(if applicable)	NA	
2.6.2	Broken Needle Policy (if applicable)	NA	
2.6.3	Is either raw material or finished product tested by heavy metals?	NA	
2.6.4	Are there pest prevention procedures?	NA	
2.6.5	Are pest prevention records maintained?	NA	
2.6.6	Dose factory know and aware the ROHS regulation?	C	
2.6.7	Have factory produced the ROHS products?	C	
2.6.8	Are the ROHS and Non- ROHS components separated? ROHS	C	
2.6.9	Are the ROHS and Non- ROHS products separated?	C	
2.6.10	Is factory has certificate of ROHS products? 工厂有无 ROHS 产品的证书?	C	
2.6.11	Is factory has test instrument of ROHS products?	NA	
2.7	Document control	NC	
2.7.1	Technical Package (Contract, Specification, Artwork & Labeling, Test Reported) are available and in good keeping.	C	
2.7.2	Are quality records maintained for purchased materials?	C	
2.7.3	Are non-conforming quality records maintained?	C	
2.7.4	Are records maintained as evidence of inspection?	C	

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2.7.5	Are records maintained as evidence of testing?	NC	QA AND IQC has not inspection record reports.
2.7.6	Are pest prevention records maintained?	NA	

Items	Description	Completion Date	Verification Date
1.3.1	Production department has not clear QC inspection record, all record has not report number, and sample method	Factory no reply	
1.3.2	All production, processing equipment has not Maintenance records and using status mark.	Factory no reply	
1.5.1/2.3.2/2.3.3	QA and IQC has unreasonable sample method, it don't match inspection reports.: 1.No report number on the reports.; 2. No sample method on the reports. inspection sample each batch only sampling 3pcs; 3.The differentiate rank for the defects products is not clear.	Factory no reply	
1.5.2/2.3.7	No Hi-pot and earth test instrument place in QA room	Factory no reply	
1.5.3/2.3.11/2.7.5	QA and IQC has not test record.	Factory no reply	
1.5.4/1.6.4	QA and IQC checkout room has not work instruction sheet and inspection procedure.	Factory no reply	
2.1.2	IQC inspection has not related standard.	Factory no reply	
2.1.5	No return tracking record.	Factory no reply	
2.2.1	There's a first reference sample, but it has not shown at production line	Factory no reply	
2.2.3	All equipment has not Maintenance records and using status mark.	Factory no reply	

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3. Additional Reference Photos

3.1 Defect photos: NA

3.2 Reference photos:



Factory out viewing



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淮安市光明电器制造有限公司
外协件外购件验收入库单

2011年7月10日

序号	零件名称	产品型号	送货数	验收数	合格数	不合格数	人数
1	继电器	2689	32	32	32	0	2689

检验合格月入库

检验员: 顾黎明 保管员:

warehouse

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Molding and metal forming department

VIS-014-A1

Address : Room 902, 9Floor, Tower-A, Rongjingyuan Plaza, Baoan 48 District, Shenzhen, Guangdong, P.R.C.

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Plastic injection, spray department



VIS-014-A1

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淮安市光明电器制造有限公司
搅拌机) 车间产品质量月报表

序号	产品名称	规格名称	三检名称	生产数	合格数	合格率 (%)	备注
1.	搅拌机		数检表	1025	1020	99.5	
			...	912	900	98.8	
			...	1222	1200	98.2	
			合计	3269	3220	98.5	

本月合格数为 3220 条

噪声 15 台 70.61%

再装 2 台 4%

外观 11 22.45%

材料 5 10.0%

包装 16 32.65%

车间主任: 填写人: 填写日期:



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返修(工)通知单

2011年5月3日

返修(工)品型号名称	搅拌机	数量	5
责任部门	水车间	返修(工)原因	坏了3 外观2
返修(工)部门	水车间	返修(工)措施	更换
备注			

检验员: 张廷俊

深圳市光明电源制造有限公司

产品出厂检验报告

序号	检验项目	检验结果	检验日期
1	外观检查	合格	2011.5.3
2	尺寸检查	合格	2011.5.3
3	重量检查	合格	2011.5.3
4	材料检查	合格	2011.5.3
5	性能检查	合格	2011.5.3
6	安全性能	合格	2011.5.3
7	环保性能	合格	2011.5.3
8	包装检查	合格	2011.5.3
9	标识检查	合格	2011.5.3
10	文件检查	合格	2011.5.3

Product workshop



深圳市光明电源制造有限公司

产品出厂检验报告

序号	检验项目	检验结果	检验日期
1	外观检查	合格	2011.5.3
2	尺寸检查	合格	2011.5.3
3	重量检查	合格	2011.5.3
4	材料检查	合格	2011.5.3
5	性能检查	合格	2011.5.3
6	安全性能	合格	2011.5.3
7	环保性能	合格	2011.5.3
8	包装检查	合格	2011.5.3
9	标识检查	合格	2011.5.3
10	文件检查	合格	2011.5.3

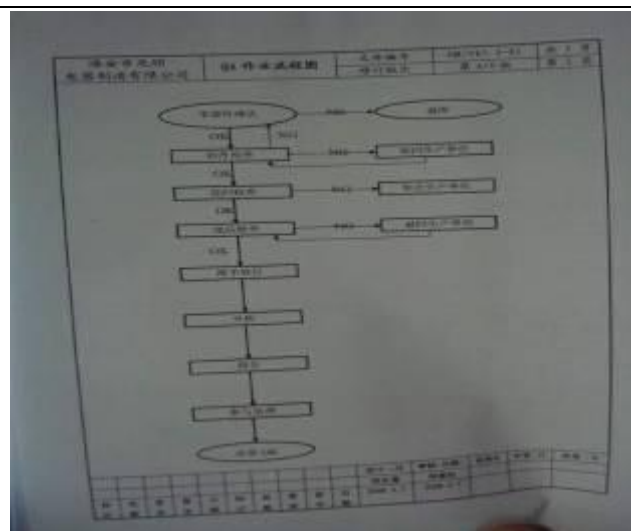
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廣東省機械製造有限公司
質量保證辦法(簡章)

編號: 472

產品名稱	產品編號	數量	檢驗日期
生產單位	檢驗項目	檢驗結果	檢驗人員
1. 材料	材料檢驗	合格	1
2. 機件、零件、組件	機件、零件、組件檢驗	合格	2
3. 成品	成品檢驗	合格	3
4. 總裝、總檢、總驗	總裝、總檢、總驗	合格	4
5. 機件、零件、組件	機件、零件、組件檢驗	合格	5
6. 機件、零件、組件	機件、零件、組件檢驗	合格	6
7. 機件、零件、組件	機件、零件、組件檢驗	合格	7
8. 機件、零件、組件	機件、零件、組件檢驗	合格	8
9. 機件、零件、組件	機件、零件、組件檢驗	合格	9
10. 機件、零件、組件	機件、零件、組件檢驗	合格	10
11. 機件、零件、組件	機件、零件、組件檢驗	合格	11
12. 機件、零件、組件	機件、零件、組件檢驗	合格	12
13. 機件、零件、組件	機件、零件、組件檢驗	合格	13
14. 機件、零件、組件	機件、零件、組件檢驗	合格	14
15. 機件、零件、組件	機件、零件、組件檢驗	合格	15
16. 機件、零件、組件	機件、零件、組件檢驗	合格	16
17. 機件、零件、組件	機件、零件、組件檢驗	合格	17
18. 機件、零件、組件	機件、零件、組件檢驗	合格	18
19. 機件、零件、組件	機件、零件、組件檢驗	合格	19
20. 機件、零件、組件	機件、零件、組件檢驗	合格	20

合格

檢驗日期: 1958. 10. 28

檢驗人員: 1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20.

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20.

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20.

| 序号 | 检测项目 | 检测方法 | 判定标准 | 检测结果 | 判定结果 |
|----|-------|-------|-------------|------|------|
| 10 | 外观 | 目视检查 | 无裂纹、无缺损、无变形 | 合格 | 合格 |
| 11 | 尺寸 | 游标卡尺 | 符合设计要求 | 合格 | 合格 |
| 12 | 重量 | 电子秤 | 符合设计要求 | 合格 | 合格 |
| 13 | 硬度 | 布氏硬度计 | 符合设计要求 | 合格 | 合格 |
| 14 | 冲击功 | 冲击试验机 | 符合设计要求 | 合格 | 合格 |
| 15 | 拉伸强度 | 拉伸试验机 | 符合设计要求 | 合格 | 合格 |
| 16 | 屈服强度 | 拉伸试验机 | 符合设计要求 | 合格 | 合格 |
| 17 | 伸长率 | 拉伸试验机 | 符合设计要求 | 合格 | 合格 |
| 18 | 断面收缩率 | 拉伸试验机 | 符合设计要求 | 合格 | 合格 |
| 19 | 疲劳强度 | 疲劳试验机 | 符合设计要求 | 合格 | 合格 |
| 20 | 耐腐蚀性 | 盐雾试验箱 | 符合设计要求 | 合格 | 合格 |

检测结论: 合格

| 检测项目 | 检测结果 | 判定结果 |
|------|------|------|
| 外观 | 合格 | 合格 |
| 尺寸 | 合格 | 合格 |

10. 每批产品抽检 3 件, A 类不合格 0.1%, B 类不合格 0.5%, C 类不合格 0.1%, 均符合

11. 合格



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QA department laboratory



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business license

The end of report

| | | |
|--------------------------------------|--------------------------|-------------------------|
| Factory Signature By: Already signed | Vision Auditor: Cat | Confirmed By : Simon |
| Date : 28&29 – 08 - 2011 | Date : 28&29 – 08 - 2011 | Date :28&29 – 08 - 2011 |

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