



FACTORY AUDIT REPORT

Client:		Final Score
Report Date:	2022-9-29	
Audit No.:	PIS-19032203	90.12
Form No.:	FA_2017_V12	Page 1 of 43

I. Audit Information

Audit Stage:	<input checked="" type="checkbox"/> Initial Audit	<input type="checkbox"/> Re-Audit (Previous report No.):	
Supplier:	NIL	Factory:	ZHAOQING SENMEI METAL CO.,LTD
Contact Person:	LEAH FOK	Audit Location:	ZHAOQING, GUANGDONG, CHINA
Auditor (s):	Jimmy	Audit Date:	2022-09-29

II. General Overview of the Audit's Finding

Field		Max. Score	Sub-score	Weight (%)	Weighted Score
A	Factory Identification	10	8	15	120
B	Human Resource & Infrastructure	25	19	15	285
C	Market & Production Capability	10	10	15	150
D	Production & Machinery	20	20	15	300
E	Quality Control System	35	32	30	960
F	R & D	10	10	5	50
G	Customer Complaint Handling	10	10	5	50
Total:		120	109	100	1915
Final Score:				90.12/100	

III. Remarks

General Remark:	
1.	The audit is for factory of ZHAOQING SENMEI METAL CO.,LTD
Strength:	
2.	The factory has 18 years of industry experience since its establishment in 2004
3.	The monthly output remains stable at 5000-6000 tons
Weakness:	
4.	N/A
Suggestion:	
5.	The factory and the supplier need to communicate more closely to further understand the customer's requirements and standards.
Photos:	
N/A	N/A

IV. Final Score

90.12/100



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AUDIT CONCLUSION

<input type="checkbox"/> Unsatisfactory (<50%)	<input type="checkbox"/> Needs Improvement (50%-70%)	<input type="checkbox"/> Satisfactory (70%-90%)	<input checked="" type="checkbox"/> Outstanding (>90%)
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Should you have any question, please contact us:

 <p>Andy Liu Operation Manager E: andy@perfectinspection.com Mobile: +86-138 0254 3230</p> <p style="text-align: right;">Approved by:</p>	 Operation Manager: Andy Liu
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General audit approach:
 Within the scope of the 3rd party audit, the auditors observed processes in the various departments of the company in order to gain an understanding of the overall operation. The auditors verified the processes in the company for conformity with the ISO 9001:2008 and the customer criteria. This verification was performed on a sampling basis, by interview the workers, review of the corresponding documentation, and observation of the individual processes.

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Please find our audit details from next page (Part A – J).



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Section A Factory Identification

Factory Identification			
Ownership Type:	<input type="checkbox"/> Public <input checked="" type="checkbox"/> Private <input type="checkbox"/> Domestic-investment limited <input type="checkbox"/> Sino-foreign joint venture <input type="checkbox"/> Sole foreign-owned		
Business License/ Tax Registration Certificate/ Company Code Certificate			
Date of Foundation:	2006-10-24	Date issued:	2016-04-20
Certificate No.:	9144120079465059X6	Expiration:	Long time
Legal Representative:	肖镇核 Xiao Zhenhe	Register Capital:	11 million RMB
Export License			
Register No.:		Expiration:	
<input checked="" type="checkbox"/> No export license, but exporting by third party			
Contact Information			
Factory contact information			
Contact Person:		Tel/Fax:	
Factory Name:	ZHAOQING SENMEI METAL CO.,LTD		
Address:	Baoying Rd, Sihui, Zhaoqing, Guangdong Province, China, 528146		
Factory Bank Account:	No factory US bank account information , export and receive payment by third export trading company .		
Relationship between Supplier and Factory			
Export products by third export trading company.			
Check List			
Question	Result	Findings/Comments	
Does the Business License/certificate well prepared?	<input checked="" type="checkbox"/> 3 Satisfactory		
	<input type="checkbox"/> 1 Not completely		
	<input type="checkbox"/> 0 Not accepted		
Does the factory have the Export License?	<input type="checkbox"/> 1 Yes	the factory does not have an export license, Export by third trading company	
	<input checked="" type="checkbox"/> 0 No		
Do factory management and key staff understand and speak English sufficiently to enable direct communication with customer?	<input type="checkbox"/> 1 Yes	Communicate by third export trading company as supplier	
	<input checked="" type="checkbox"/> 0 No		
Does the factory provide this audit needed information completely?	<input checked="" type="checkbox"/> 3 Satisfactory		
	<input type="checkbox"/> 1 Not completely		
	<input type="checkbox"/> 0 Not accepted		



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Does the factory well cooperated & supported with this audit?	<input checked="" type="checkbox"/> 2 Satisfactory	Sub-Score=8	Full score=10	Percentage=15 %
	<input type="checkbox"/> 1 Average			
	<input type="checkbox"/> 0 Poor			

Section B Human Resource & Infrastructure

Human Resource

Factory organization chart



Total Employees at the Factory

Department	According to factory	Finding	Comment
Administration Management	4	4	
Merchandising / Sales	6	6	
Finance / Accounting	3	3	
Production	111	60	We actually saw about 60 workers, and the rest of them went to work at night
Engineering / Maintenance	15	15	
Quality Assurance	15	15	
Others	16	16	
Total:	170	170	

Main person in factory

Position	Name	If met during audit



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Legal Status/Owner	肖镇核	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
General Manager	朱豪	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Factory Manager	朱卫平	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Sales Manager	李志刚	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Production manager/supervisor or	戴迪轩	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
QC manager/supervisor	张伟裕	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Infrastructure

Factory building chart

The chart displays a detailed site plan of the factory buildings. Key areas include:

- 分装车间(行架) (Assembly Workshop)
- 车间一(行架) (Workshop 1)
- 车间二(行架) (Workshop 2)
- 仓库 (Warehouse)
- 办公室 (Office)
- 食堂 (Canteen)

Technical specifications table (部分建筑数据表):

序号	名称	用途	面积
1	分装车间	生产	15350
2	车间一	生产	1000
3	车间二	生产	1000
4	仓库	仓储	5000
5	办公室	办公	400
6	食堂	餐饮	400
7	宿舍	住宿	1000

Building quantity:	7	Property:	<input type="checkbox"/> Private <input checked="" type="checkbox"/> Rented
Area (Square Meter):			
Office:	1000	Warehouse:	5000
Production:	15350	Dormitory:	1000
Canteen:	400	Total area:	22750

Transportation

Vehicle quantity:	<input type="checkbox"/> Cars:	<input checked="" type="checkbox"/> Trucks: 2
Nearest Sea Port:	Sanshui	Distance (km): 22
Nearest Airport:	Bai yun airport	Distance (km): 70

Check List

Question	Result	Findings/Comments
Does the Organizational	<input checked="" type="checkbox"/> 2 Satisfactory	



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Chart have defined roles and responsibilities?	<input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Does actual finding number of employees conformed to factory saying?	<input checked="" type="checkbox"/> 2 Confirmed <input type="checkbox"/> 1 Almost <input type="checkbox"/> 0 Non-confirmed	
Does the factory provide building rental contract or Real estate license?	<input type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Ineffective <input checked="" type="checkbox"/> 0 Not accepted	Can not verify during audit.
Does the overall maintenance of the premises appear acceptable?	<input type="checkbox"/> 2 Satisfactory <input checked="" type="checkbox"/> 1 Accepted <input type="checkbox"/> 0 Not accepted	
Whether the office is big enough, tidy and in good management?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Accepted <input type="checkbox"/> 0 Not accepted	
Whether the workshop is big enough?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Average <input type="checkbox"/> 0 Not accepted	
Whether the workshop is tidy and under control?	<input type="checkbox"/> 2 Satisfactory <input checked="" type="checkbox"/> 1 Accepted <input type="checkbox"/> 0 Not accepted	
Whether the warehouse is big enough?	<input checked="" type="checkbox"/> 1 Satisfactory <input type="checkbox"/> 0 Not accepted	
Whether all kinds of material put separately and material tidy in warehouse?	<input type="checkbox"/> 2 Satisfactory <input checked="" type="checkbox"/> 1 Accepted <input type="checkbox"/> 0 Not accepted	
Did you (auditor) see an independent sample room and under control?	<input checked="" type="checkbox"/> 1 Satisfactory <input type="checkbox"/> 0 No sample room or not accepted	
Did you (auditor) see special dormitory building and under control?	<input checked="" type="checkbox"/> 1 Satisfactory <input type="checkbox"/> 0 No dormitory or not accepted	
Did you (auditor) see special canteen and under control?	<input checked="" type="checkbox"/> 1 Satisfactory <input type="checkbox"/> 0 No canteen or not accepted	
Does frequent power outage in this area?	<input checked="" type="checkbox"/> 2 No, no power outage <input type="checkbox"/> 1 Yes, power outage in 1~2days per week in summer <input type="checkbox"/> 0 Yes, power outage frequently	
Whether factory have electric power generator?	<input checked="" type="checkbox"/> 2 Yes, could support for production & office	

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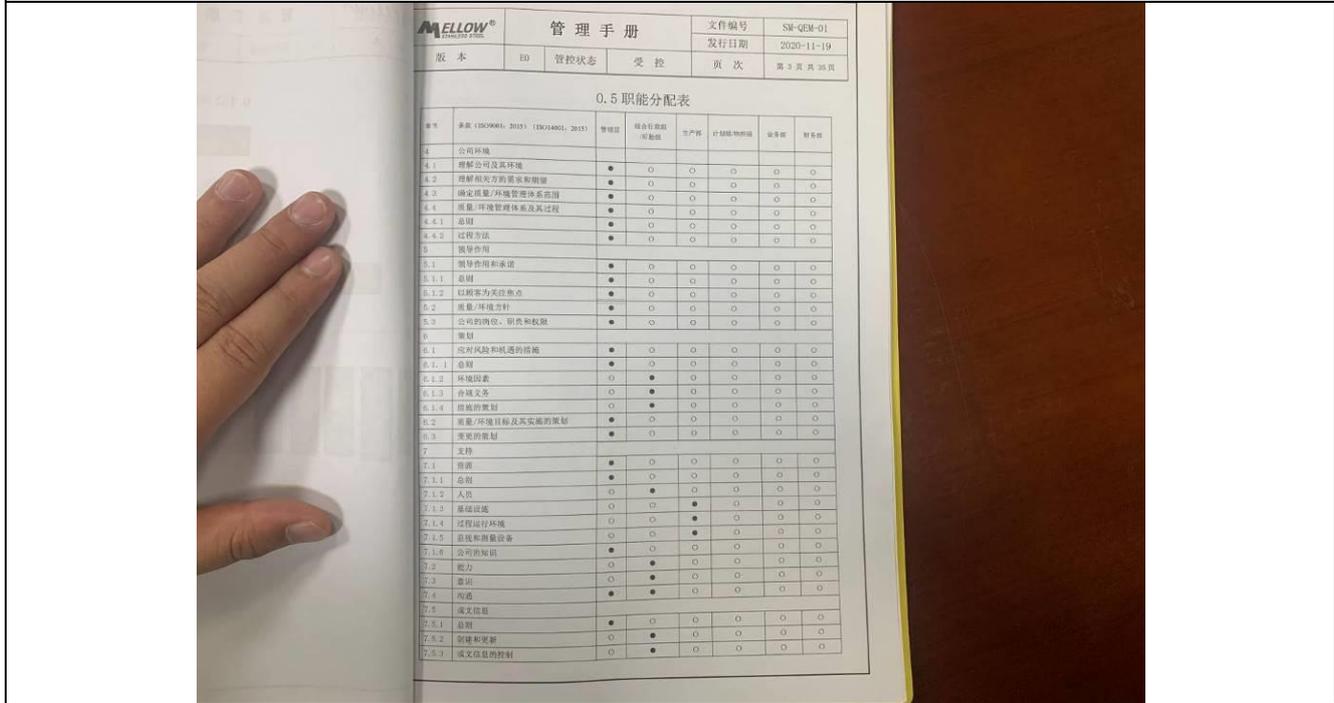
experience or has produce product/model for client ordered?	<input type="checkbox"/> 1 Average <input type="checkbox"/> 0 Not accepted	
Did you see documentation or evidencethat all production machines were on a maintenance schedule and a maintenance team was in place?	<input checked="" type="checkbox"/> 3 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Did you see that all machines/equipment/fixtures were suitable to produce the intended products?	<input checked="" type="checkbox"/> 3 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Does semi-finished product stored/keep in tray/container to prevent damage or soiling during transportation?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	

Sub-Score= 20 Full score=20 Percentage=15 %

Section E Quality Control System

Quality Control System

QC organization chart



Management system					
QC Manager (name): 张伟裕	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	QC supervisor (name): 张伟裕	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Quality control manual:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Inspection standard:	GB	



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ISO series:	<input checked="" type="checkbox"/> Yes (name)	IOS14001:2015	<input type="checkbox"/> No
	Certificate no.:	USA21E44900R2M	
	Period:	2021.10.22	
Others:	<input type="checkbox"/> Yes (name)		<input type="checkbox"/> No

Incoming Materials Inspection

Incoming inspection	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
QC leader (name):	许贵学	QC quantity: 1

Inspection standard & Level

Standard:	GB	Sample level:	II
AQL:	Critical: 0	Major: 2.5	Minor: 4.0
			Other:

Raw materials

Material name	Supplier name	Lead time	Country of origin / location
201 2B COILS	HONGWANG	15-30DAYS	CHINA
304 2B COILS	YONGJIN	15-30DAYS	CHINA

In Process Quality Control

In process quality control	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
QC leader (name):	董其廷/刘吉新	QC quantity: 2

Inspection standard & Level

Standard:	GB	Sample level:	II
AQL:	Critical: 0	Major: 2.5	Minor: 4.0
			Other:

Sub-contracting

Sub-contracting:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Production step	Supplier name	Lead time	Country of origin / location
Cutting	HONGWANG	15-30DAYS	CHINA

Final Inspection

Final inspection:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
QC leader (name):	张伟裕	QC quantity: 1

Inspection standard & Level

Standard:	GB	Sample level:	II
AQL:	Critical: 0	Major: 2.5	Minor: 4.0
			Other:

Check List

Question	Result	Findings/Comments
Is there an independent Quality Department?	<input type="checkbox"/> 3 Satisfactory	
	<input checked="" type="checkbox"/> 1 Not completely	
	<input type="checkbox"/> 0 Not accepted	
Does the factory have	<input checked="" type="checkbox"/> 2 Yes, satisfactory	



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Quality control manual?	<input type="checkbox"/> 1 Yes, but not completely <input type="checkbox"/> 0 No	
Does the factory pass any ISO series?	<input checked="" type="checkbox"/> 2 Yes <input type="checkbox"/> 1 No, but following <input type="checkbox"/> 0 No	
Does any record or evidence show that there is a formal internal training program for all quality control (QC) personnel?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Are the factory's Q.C. personnel certified before they perform their job?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Is the QC (not including QC manager/supervisor) enough for ensuring product quality?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Average <input type="checkbox"/> 0 Not accepted	
Is there incoming quality control system?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Was there evidence show that the factory takes adequate measures to assure raw materials conformance to required specifications before use?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Does the factory have a formal process for continuously monitoring a supplier's performance?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Does the raw materials' testing/inspection results are documented and well kept?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Are unverified and non-conforming raw materials/purchased materials identified and kept separate from conforming materials?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Is there in process quality control system?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Did you see any records or evidence show rejected lots are well identified and segregated from accepted lots?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	



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Are there adequate, clearly written criteria/instructions with proper accept/reject criteria available as guidelines to inspectors?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Is there quality control before shipment?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Does the factory has a clear & effective inspection standard and fully implemented	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Did you (auditor) see QC on-site for quality control?	<input type="checkbox"/> 2 Satisfactory <input checked="" type="checkbox"/> 1 Not completely <input type="checkbox"/> 0 Not accepted	
Sub-Score= 32 Full score=35 Percentage=30 %		

Section FR & D

Engineering			
Design department:	<input checked="" type="checkbox"/> Yes, engineer quantity:	<input type="checkbox"/> No engineering department.	
Production design:	<input checked="" type="checkbox"/> Yes, can design new item	<input type="checkbox"/> No, but according to client's requirement	
Own brand:	<input checked="" type="checkbox"/> Yes: Mellow	<input type="checkbox"/> No own brand	
Sample making:	<input checked="" type="checkbox"/> Yes, lead time: 20days	<input type="checkbox"/> No sample making	
Test Equipment			
Test equipment list			
Major equipment name	Amount (pcs/sets)	Purchase date	Use of state
leveling machine	1	/	<input checked="" type="checkbox"/> Calibrated <input type="checkbox"/> Not calibrated <input type="checkbox"/> Out of control
Slitter	1	/	<input checked="" type="checkbox"/> Calibrated <input type="checkbox"/> Not calibrated <input type="checkbox"/> Out of control
Sander	3	/	<input checked="" type="checkbox"/> Calibrated <input type="checkbox"/> Not calibrated <input type="checkbox"/> Out of control
Vacuum titanium plating furnace	4	/	<input checked="" type="checkbox"/> Calibrated <input type="checkbox"/> Not calibrated <input type="checkbox"/> Out of control
Check List			
Question	Result	Findings/Comments	
Does the factory has an engineering department and whether designs and development?	<input checked="" type="checkbox"/> 2 Yes, design and development are done by designated staff		
	<input type="checkbox"/> 1 No engineering department, but development as per customer's requirement		
	<input type="checkbox"/> 0 No design and development.		
Is there an adequate and	<input checked="" type="checkbox"/> 2 Satisfactory		



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eliminate the quality issues?	and preventative measures are taken. <input type="checkbox"/> 1 Investigated and resolved with no procedure on timeline. <input type="checkbox"/> 0 No investigation to complaint	
Does the factory have a formal process for handling customer complaints?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 not completely <input type="checkbox"/> 0 Not accepted	
Are there adequate traceable handling of complaint records?	<input checked="" type="checkbox"/> 2 Satisfactory <input type="checkbox"/> 1 not completely <input type="checkbox"/> 0 Not accepted	
Do records show that the corrective and preventive actions are properly conducted and monitored to show effectiveness?	<input checked="" type="checkbox"/> 3 Satisfactory <input type="checkbox"/> 1 not completely <input type="checkbox"/> 0 Not accepted	
Sub-Score= 10 Full score=10 Percentage=5 %		

Section H Special Requirement

Special Requirement from Client	
Requirement	Finding/comments
1)	
<input checked="" type="checkbox"/> No special requirement from client	

Section J Related Photos

J-1 General pictures			
Gate of factory	Factory exterior view	Reception	Office view
Meeting room	Owner (GM)	Sales manager	Office clerk
Factory supervisor	QC supervisor	Worker	Material warehouse
Products warehouse	Dormitory	Canteen	Vehicle
Power generator			
Production process		Machine (Name, Brand, Country of Origin)	
On-line check			

Factory appearance



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IMG_5856

Nil

Nil

office



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workshop



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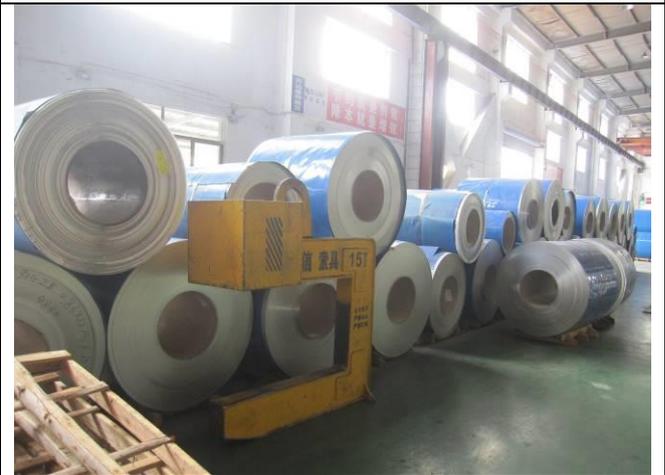
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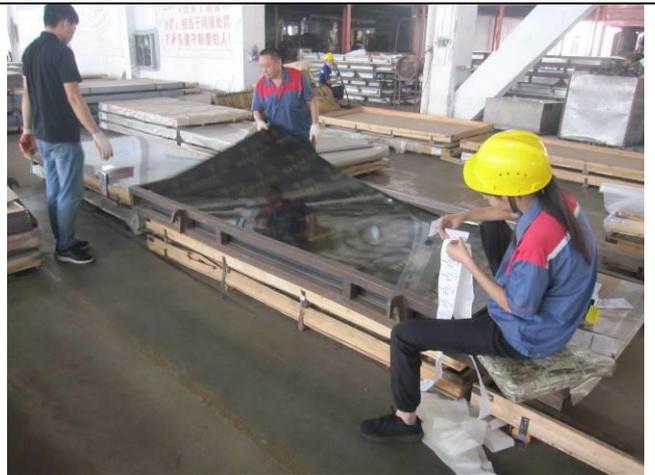
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Factory main products

Sample room view	Products in sample room	Productson line	Products client wants to buy

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Factory Documentation

Business/Export license	Export License	Quality Control Manual	Production Procedure
ISO series	Test report/certificates	Second or Third Inspection Record	Internal Inspection & management Review Record
QC training record	Equipment Maintenance/Management Record	Customer complaints record	Corrective actions
Bank account certificate	Factory auditee& Business card	Auditor	Others



Business license



Certificates



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Certificates



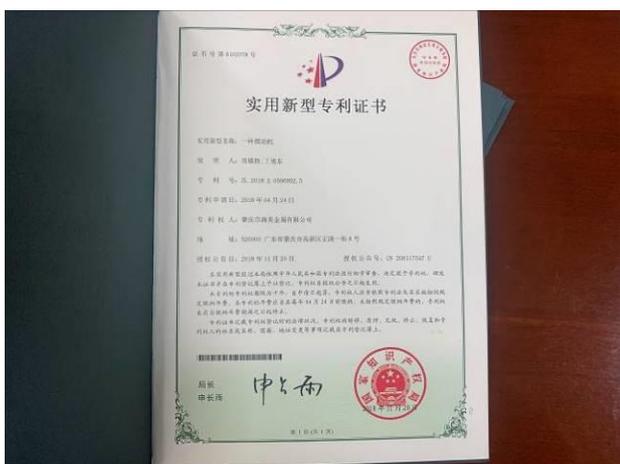
Patent certificate



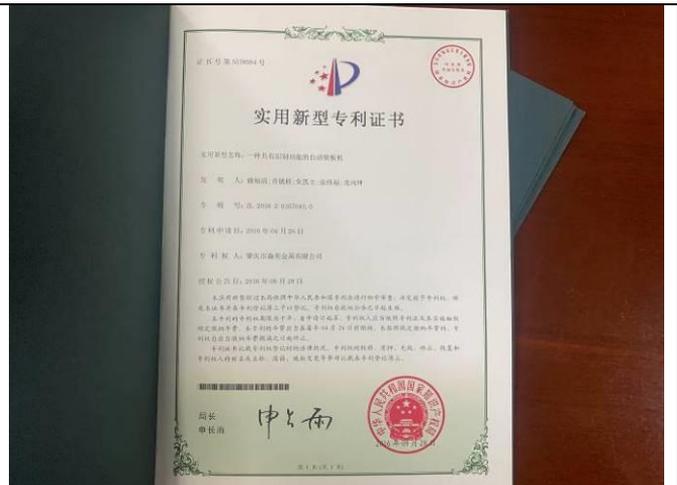
Patent certificate



Patent certificate



Patent certificate

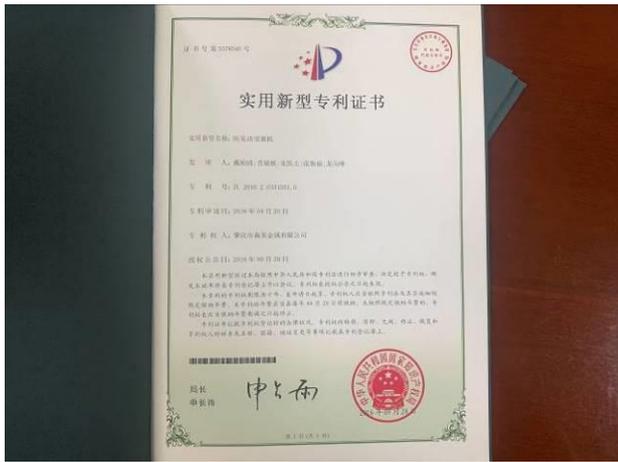


Patent certificate



FACTORY AUDIT REPORT

Client:		Final Score
Report Date:	2022-9-29	90.12
Audit No.:	PIS-19032203	
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Patent certificate



Patent certificate



Patent certificate



Certificate



Certificate



Certificate



FACTORY AUDIT REPORT

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Report Date:	2022-9-29	90.12
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质量异议处理表

主诉单位	森美生产部	记录人	许倩
客户名称	潍坊鑫力盛	材质、产地	宝钢
板面	8K喷砂玫瑰金背光抗指纹板 0.68*1219*3048=283元		
数量	1件	客户料号	22040258

异议说明 (图片有附件):



客户意见 (投诉/索赔) 要求:
板面掉漆, 客户要求赔偿一张板283元的使用。

业务员初步意见: 对方工地已截留, 暂时先挂一件, 待处理。

生产部及品质部调查意见: 经分析材料进厂后板面有油污, 导致板面掉漆, 客户要求赔偿一张板, 已与客户沟通, 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板。

品质部处理意见: 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板。

生产部处理意见: (确定赔偿金额, 是否退货)

Quality Exception Handling Form

质量异常申请

当前审批状态: 已归档

流程编号	KS85Q20220063	紧急程度	正常
标题	彩钢业务部-潍坊鑫力盛喷砂玫瑰金脱油掉色1件板脱油掉色质量异常申请-许倩-2022-08-19	申请人	许倩
申请部门	彩钢业务部	申请日期	2022-08-19
分部分部	彩钢业务部	申请人所属	业务员
客户名称	潍坊鑫力盛	客户料号	22040258
客户订单	22040258	数量	1
业务员	谢政原	备注	潍坊鑫力盛8-19喷砂玫瑰金脱油.jpg
异议说明	下游客户已截留掉漆脱油, 掉色, 要求客户补一张板子, 费用我们出。		
客户意见	现在要求我们赔偿这张板283元		
附件	许倩 2022-08-19 11:45		

审批意见

Quality Exception Handling Form

质量异议处理表

主诉单位	森美生产部	记录人	许倩
客户名称	耀山大发	材质、产地	宝钢
板面	8K喷砂玫瑰金背光抗指纹板 0.68*1219*3048=283元		
数量	1件	客户料号	22070507

异议说明 (图片有附件):



客户意见 (投诉/索赔) 要求:
7月30日下午2时(2)地制板100件, 客户下午2时(2)订单要求改为304材质, 因为材料下单位已封板, 系统不能操作, 导致了板面掉漆, 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板。

业务员初步意见: 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板。

生产部及品质部调查意见: 经分析材料进厂后板面有油污, 导致板面掉漆, 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板。

品质部处理意见: 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板, 客户要求赔偿一张板。

生产部处理意见: (确定赔偿金额, 是否退货)

Quality Exception Handling Form

质量异常申请

当前审批状态: 已归档

流程编号	KS85Q20220063	紧急程度	正常
标题	彩钢业务部-潍坊鑫力盛喷砂玫瑰金脱油掉色1件板脱油掉色质量异常申请-许倩-2022-08-19	申请人	许倩
申请部门	彩钢业务部	申请日期	2022-08-19
分部分部	彩钢业务部	申请人所属	业务员
客户名称	潍坊鑫力盛	客户料号	22040258
客户订单	22040258	数量	1
业务员	谢政原	备注	潍坊鑫力盛8-19喷砂玫瑰金脱油.jpg
异议说明	下游客户已截留掉漆脱油, 掉色, 要求客户补一张板子, 费用我们出。		
客户意见	现在要求我们赔偿这张板283元		
附件	许倩 2022-08-19 11:45		

审批意见

Quality Exception Handling Form

管理手册

文件编号: 2020-11-13
发布日期: 2020-11-13

0.5 职能分配表

序号	职能	品质部	生产部	销售部	采购部	财务部	人力资源部	行政部
0.5.1	品质管理	●	○	○	○	○	○	○
0.5.2	生产管理	○	●	○	○	○	○	○
0.5.3	销售管理	○	○	●	○	○	○	○
0.5.4	采购管理	○	○	○	●	○	○	○
0.5.5	财务管理	○	○	○	○	●	○	○
0.5.6	人力资源管理	○	○	○	○	○	●	○
0.5.7	行政管理	○	○	○	○	○	○	●

Management Manual

管理手册

文件编号: 2020-11-13
发布日期: 2020-11-13

0.5 职能分配表

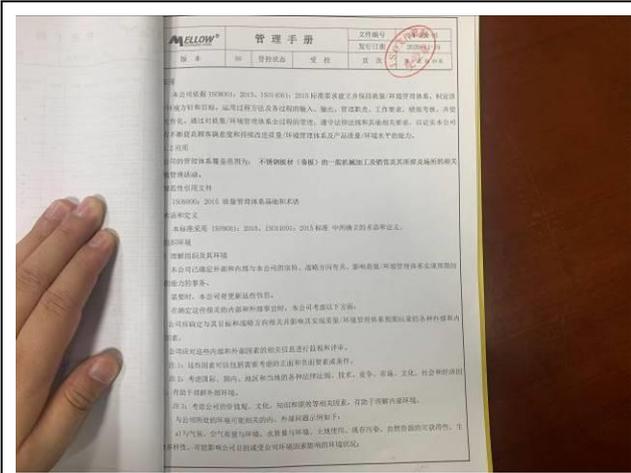
序号	职能	品质部	生产部	销售部	采购部	财务部	人力资源部	行政部
0.5.1	品质管理	●	○	○	○	○	○	○
0.5.2	生产管理	○	●	○	○	○	○	○
0.5.3	销售管理	○	○	●	○	○	○	○
0.5.4	采购管理	○	○	○	●	○	○	○
0.5.5	财务管理	○	○	○	○	●	○	○
0.5.6	人力资源管理	○	○	○	○	○	●	○
0.5.7	行政管理	○	○	○	○	○	○	●

Management Manual

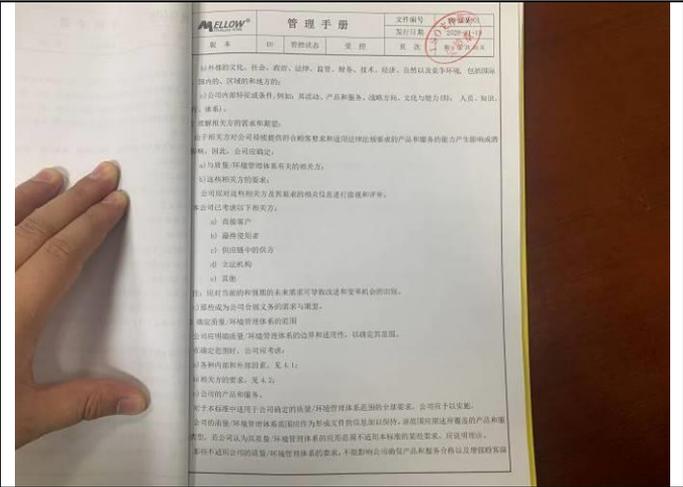


FACTORY AUDIT REPORT

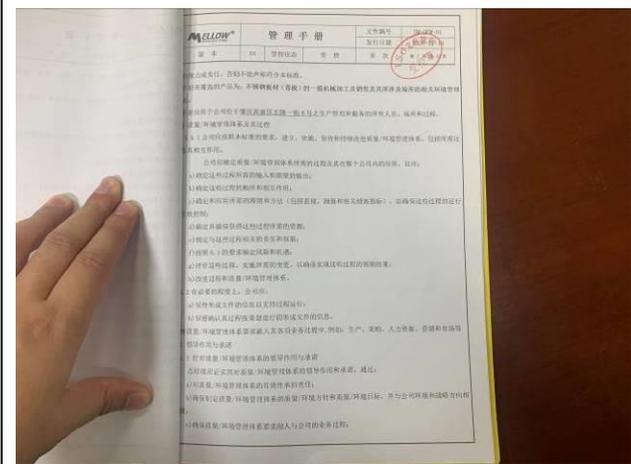
Client:		Final Score
Report Date:	2022-9-29	90.12
Audit No.:	PIS-19032203	
Form No.:	FA_2017_V12	Page 37 of 43



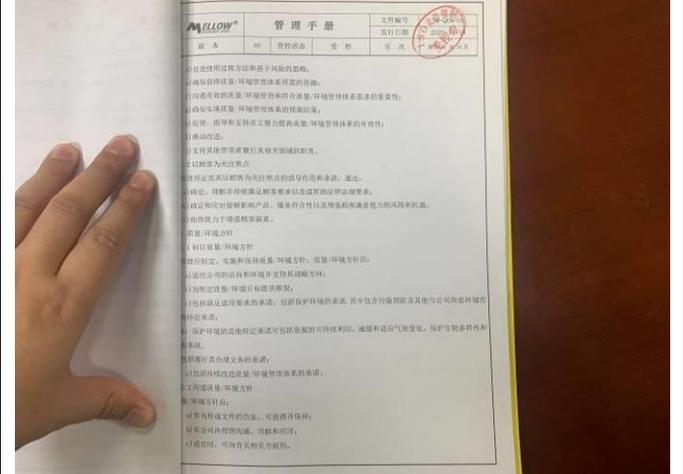
Management Manual



Management Manual



Management Manual



Management Manual



Calibration certificate



Calibration certificate



FACTORY AUDIT REPORT

Client:		Final Score
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重庆市森美金属有限公司
成品出货检验报告单

客户名称: 20220929 230816

物料名称: 电子吊秤
规格型号: OCS-XS-20t
准确度等级: III级
最大称量: 20000 kg
最小称量: 200 kg
检定分度值: 10 kg
出厂编号: 202205227
出厂日期: 22年5月1日

检验合格, 准予出厂。

杭州万泰衡器工业有限公司
地址: 杭州市余杭区五常街道后山路18号

Finished Product Inspection Record

重庆市森美金属有限公司
成品出货检验报告单

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物料名称: 电子吊秤
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重庆市森美金属有限公司
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最大称量: 20000 kg
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检定分度值: 10 kg
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出厂日期: 22年5月1日

检验合格, 准予出厂。

杭州万泰衡器工业有限公司
地址: 杭州市余杭区五常街道后山路18号

Finished Product Inspection Record

重庆市森美金属有限公司
成品出货检验报告单

客户名称: 20220929 230816

物料名称: 电子吊秤
规格型号: OCS-XS-20t
准确度等级: III级
最大称量: 20000 kg
最小称量: 200 kg
检定分度值: 10 kg
出厂编号: 202205227
出厂日期: 22年5月1日

检验合格, 准予出厂。

杭州万泰衡器工业有限公司
地址: 杭州市余杭区五常街道后山路18号

Finished Product Inspection Record

产品合格证

杭州万泰衡器工业有限公司

产品名称: 电子吊秤
规格型号: OCS-XS-20t
准确度等级: III级
最大称量: 20000 kg
最小称量: 200 kg
检定分度值: 10 kg
出厂编号: 202205227
出厂日期: 22年5月1日

本产品依据JJG539-2016《数字指示秤检定规程》, 检验合格, 准予出厂。

杭州万泰衡器工业有限公司
地址: 杭州市余杭区五常街道后山路18号

Certificate

产品合格证

杭州万泰衡器工业有限公司

产品名称: 电子吊秤
规格型号: OCS-XS-10t
准确度等级: III级
最大称量: 10000 kg
最小称量: 100 kg
检定分度值: 5 kg
出厂编号: 202205111
出厂日期: 22年5月1日

本产品依据JJG539-2016《数字指示秤检定规程》, 检验合格, 准予出厂。

杭州万泰衡器工业有限公司
地址: 杭州市余杭区五常街道后山路18号

Certificate



FACTORY AUDIT REPORT

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肇庆森美平直加工单
日期: 2022-09-23 生产单号: P22209409

用料明细:

钢种	材质	板面	规格	原重	现重	产地	卷料实厚	钢卷号	品质	头尾板
201	J2	普卷	1.18x1219	10050	10410	宏明	0.51	SG2209283342X		2

订单号	客户名称	钢种	材质	板面	特殊板面	厚度	宽度	长度	数量	贴膜	实际开平数	箱号	标厚
22090217	安沃美空	201	J2	砂黑铁壳无抗指收板		0.55	1219	2438	76	3M透明膜+力康透明膜	11024		0.5
22090048	沈阳万佳	201	J2	砂黑铁壳无抗指收板		0.55	1219	3048	100	力康金色透明无抗指收板	11020		1.0
22090159	上海德桥	201	J2	砂黑铁壳无抗指收板		0.55	1219	3048	150	3M透明膜+力康透明膜+宏明砂黑铁壳无抗指收板	11019		0.80
22090179	唐山大友二期	201	J2	砂黑铁壳无抗指收板		0.55	1219	2438	61	力康透明红膜	11023		1.2
22090028	上海德桥	201	J2	砂黑铁壳无抗指收板		0.55	1219	2438	170	3M透明膜+宏明砂黑铁壳无抗指收板	11022		0.90
22090048	沈阳万佳	201	J2	砂黑铁壳无抗指收板		0.55	1219	2438	100	力康金色透明无抗指收板	11020		1.0
22090117	临沂真彩	201	J2	砂黑铁壳无抗指收板		0.55	1219	3048	80	力康透明红膜	11021		0.90

合计: 716
备注1: 原铁壳0.55 923 冲梁慧
备注2:

肇庆森美平直加工单
日期: 2022-09-21 生产单号: P22209408

用料明细:

钢种	材质	板面	规格	原重	现重	产地	卷料实厚	钢卷号	品质	头尾板
201	J5	普卷	1.18x1219	10290	5015	威德	0.72	P2220942203B		2

订单号	客户名称	钢种	材质	板面	特殊板面	厚度	宽度	长度	数量	贴膜	实际开平数	箱号	标厚
22090151	美利能米诺	201	J2	6K板		0.55	1219	2438	110	3M鱼头膜	55	11017	
合计									110		55	11018	

备注1:
备注2:
制单: 苏德佳 审核: 苏德佳 开平日期: 9.23 备注: 冲梁慧

Production Details

Production Details

肇庆森美平直加工单
日期: 2022-09-23 生产单号: P22209518

用料明细:

钢种	材质	板面	规格	原重	现重	产地	卷料实厚	钢卷号	品质	头尾板
201	J5	普卷	1.18x1219	9992	9255	威德	0.72	P222097776		2
201	J5	普卷	1.18x1219	10052	9840	威德	0.72	P2220960121A		2

订单号	客户名称	钢种	材质	板面	特殊板面	厚度	宽度	长度	数量	贴膜	实际开平数	箱号	标厚
22090037	哈尔滨鼎盛	201	J2	砂黑铁壳无抗指收板		1.15	1219	4000	60	3M透明膜+力康透明膜	11011	B	1.00
22090037	哈尔滨鼎盛	201	J2	砂黑铁壳无抗指收板		1.15	1219	3530	100	3M透明膜+力康透明膜	11003	A	1.30
22090037	哈尔滨鼎盛	201	J2	砂黑铁壳无抗指收板		1.15	1219	3260	60	3M透明膜+力康透明膜	11011	B	1.50
22090037	哈尔滨鼎盛	201	J2	砂黑铁壳无抗指收板		1.15	1219	3048	180	3M透明膜+力康透明膜	11007	A	1.50
22090037	哈尔滨鼎盛	201	J2	砂黑铁壳无抗指收板		1.15	1219	2810	110	3M透明膜+力康透明膜	11007	A	1.50
22090037	哈尔滨鼎盛	201	J2	砂黑铁壳无抗指收板		1.15	1219	2438	60	3M透明膜+力康透明膜	11010	B	1.50

合计: 461
备注1: 上机通知组长/魏建强到库在检, 余下收卷: 10051 合 2615
备注2:
制单: 苏德佳 审核: 苏德佳 开平日期: 9.23 备注: 冲梁慧

肇庆森美平直加工单
日期: 2022-09-22 生产单号: P22209478

用料明细:

钢种	材质	板面	规格	原重	现重	产地	卷料实厚	钢卷号	品质	头尾板
201	J5	普卷	1.18x1219	5315	5200	威德	0.72	P222092965B		6

订单号	客户名称	钢种	材质	板面	特殊板面	厚度	宽度	长度	数量	贴膜	实际开平数	箱号	标厚
22090073	清山洋正海	201	J2	普通砂板		0.35	1219	9000	30	力康蓝膜	10		0.7
22090023	清山洋正海	201	J2	普通砂板		0.35	1219	3500	20	力康蓝膜	20	11004	0.7
22090073	清山洋正海	201	J2	普通砂板		0.35	1219	3048	30	力康蓝膜	20		0.7
22090090	德邦华光	201	J2	普通砂板		0.35	1219	3048	250	力康蓝膜	250	11005	0.9
22090190	德邦华光	201	J2	普通砂板		0.35	1219	2438	52	力康蓝膜	51	11006	0.9
22090073	清山洋正海	201	J2	普通砂板		0.35	1219	2438	20	力康蓝膜	20	11004	0.7
22090019	临沂真彩	201	J2	砂黑铁壳无抗指收板		0.35	1219	4000	60	3M透明红膜	60		0.60
22090117	临沂真彩	201	J2	砂黑铁壳无抗指收板		0.35	1219	3048	99	3M透明红膜	116	11003	0.60

合计: 531
备注1: 923 冲梁慧
备注2:

Production Details

Production Details

肇庆市森美金属有限公司
分条完工单
日期: 9/29 流水号: C001915

材料	品名规格	卷料原重 (KG)	现重 (KG)	卷板编号	下工序
分条内容	0.7x1219	10905	10640		

品质检验: 钢卷板面有无异物 有□ 无□ 实际厚度 钢卷边沿 有□ 无□
板面有无砂眼/钉眼 有□ 无□ 板面有无划伤/损伤 有□ 无□

其它品质记录: 前边卷有压纹

完工记录: 齐边后卷重 (KG): 1536 边带 (KG): 内衬纸筒 有□ 无□ 收卷平整 是□ 否□
米数: 1536

加工人员: 梅松华 审核:

肇庆市森美金属有限公司
分条完工单
日期: 9/29 流水号: C001914

材料	品名规格	卷料原重 (KG)	现重 (KG)	卷板编号	下工序
分条内容	0.68x1219	10348	10152		

品质检验: 钢卷板面有无异物 有□ 无□ 实际厚度 钢卷边沿 有□ 无□
板面有无砂眼/钉眼 有□ 无□ 板面有无划伤/损伤 有□ 无□

其它品质记录:

完工记录: 齐边后卷重 (KG): 1633 边带 (KG): 内衬纸筒 有□ 无□ 收卷平整 是□ 否□
米数: 1633

加工人员: 梅松华 审核:

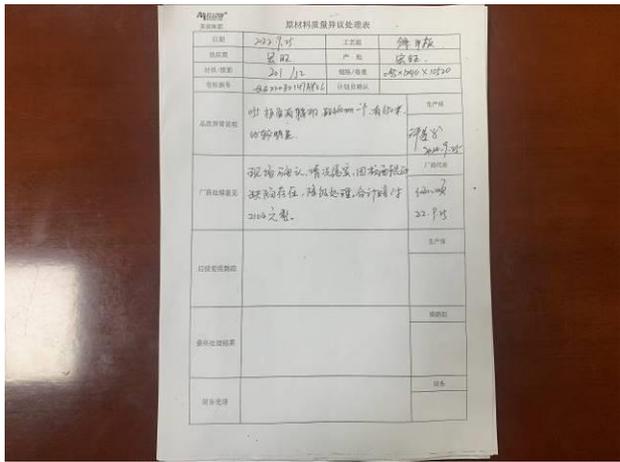
Raw material inspection

Raw material inspection

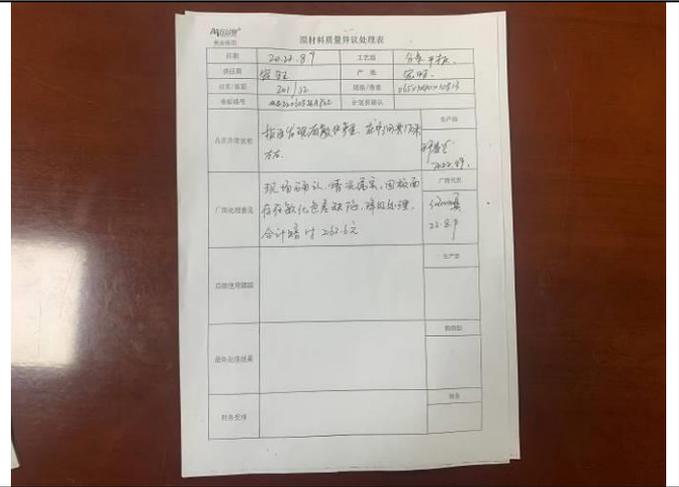


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Raw material inspection



Raw material inspection



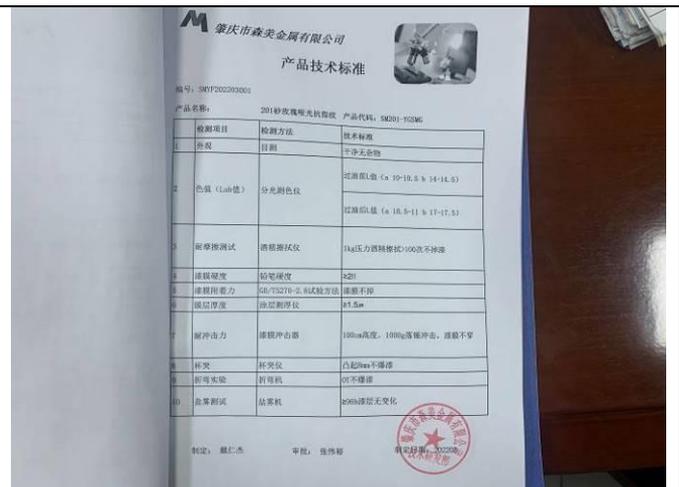
Product test report



Product technical standards



Product technical standards

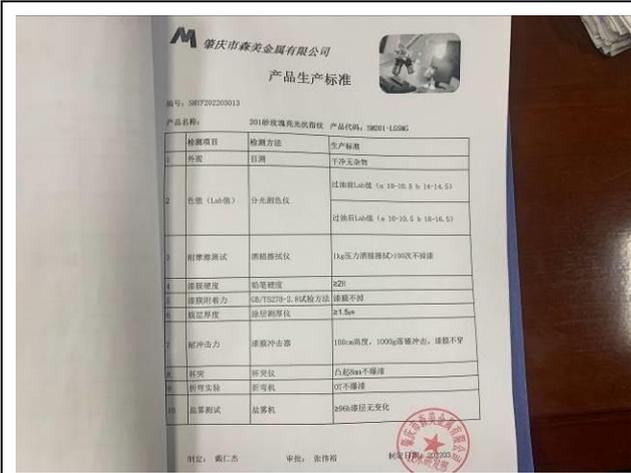


Product technical standards

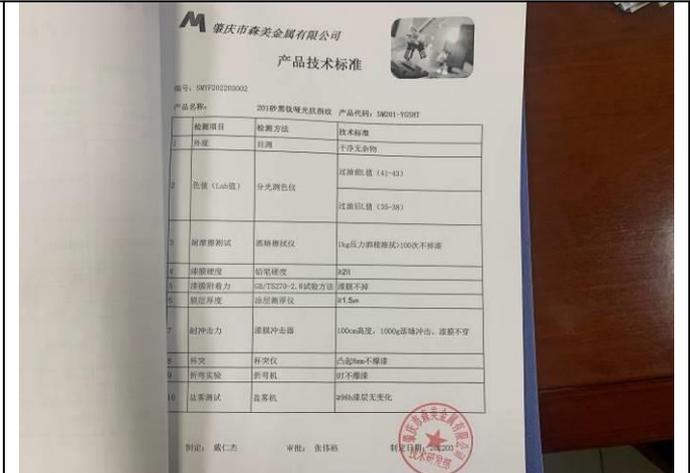


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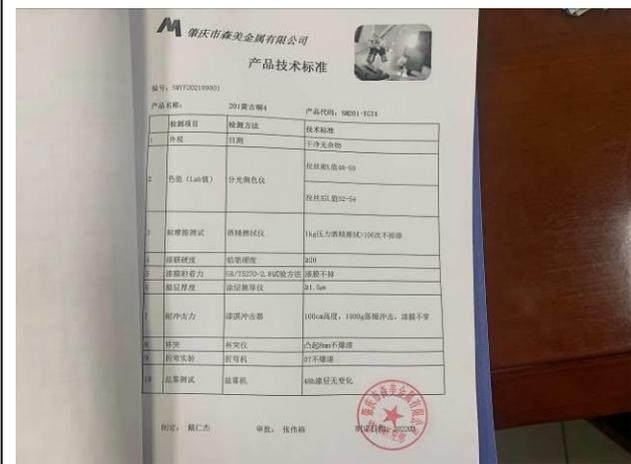
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Product production standard



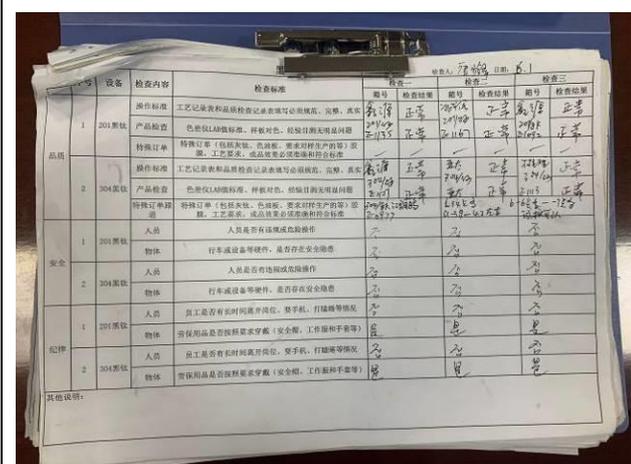
Product technical standards



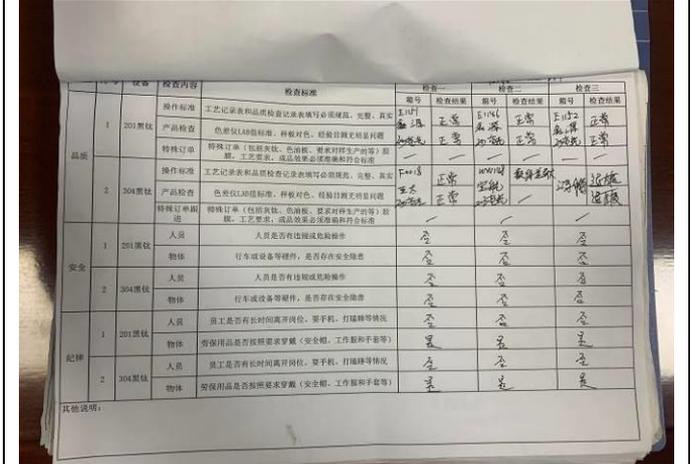
Product technical standards



Product technical standards



Inspection standard



Inspection standard

品名	规格	检查内容	检查结果	备注
1	201 颗粒	操作标准	工艺记录表和产品检验记录表填写必须规范、完整、真实	合格
		产品检验	色差仪A80标准、样板对色、经检验无异常问题	合格
2	304 颗粒	操作标准	工艺记录表和产品检验记录表填写必须规范、完整、真实	合格
		产品检验	色差仪A80标准、样板对色、经检验无异常问题	合格
1	201 颗粒	人员	人员是否有长期离开岗位、玩手机、打瞌睡等情况	合格
		物体	行车或设备等物件，是否存在安全隐患	合格
2	304 颗粒	人员	人员是否有长期离开岗位、玩手机、打瞌睡等情况	合格
		物体	行车或设备等物件，是否存在安全隐患	合格
1	201 颗粒	物品	劳保用品是否按照要求穿戴（安全帽、工作鞋和手套等）	合格
		人员	员工是否有长期离开岗位、玩手机、打瞌睡等情况	合格
2	304 颗粒	物品	劳保用品是否按照要求穿戴（安全帽、工作鞋和手套等）	合格
		人员	员工是否有长期离开岗位、玩手机、打瞌睡等情况	合格

其他说明：2001 有黄色颗粒杂质，已通知整改（14日）上下包色颗粒。

Inspection standard

品名	规格	检查内容	检查结果	备注
1	201 颗粒	操作标准	工艺记录表和产品检验记录表填写必须规范、完整、真实	合格
		产品检验	色差仪A80标准、样板对色、经检验无异常问题	合格
2	304 颗粒	操作标准	工艺记录表和产品检验记录表填写必须规范、完整、真实	合格
		产品检验	色差仪A80标准、样板对色、经检验无异常问题	合格
1	201 颗粒	人员	人员是否有长期离开岗位、玩手机、打瞌睡等情况	合格
		物体	行车或设备等物件，是否存在安全隐患	合格
2	304 颗粒	人员	人员是否有长期离开岗位、玩手机、打瞌睡等情况	合格
		物体	行车或设备等物件，是否存在安全隐患	合格
1	201 颗粒	物品	劳保用品是否按照要求穿戴（安全帽、工作鞋和手套等）	合格
		人员	员工是否有长期离开岗位、玩手机、打瞌睡等情况	合格
2	304 颗粒	物品	劳保用品是否按照要求穿戴（安全帽、工作鞋和手套等）	合格
		人员	员工是否有长期离开岗位、玩手机、打瞌睡等情况	合格

其他说明：2001 有黄色颗粒杂质，已通知整改（14日）上下包色颗粒。

Inspection standard

品名	规格	长度	重量	备注
E071	砂	0.16	2498	
E001	砂	0.16	2498	
E002	砂	0.16	2498	
E003	砂	0.16	2498	
E068	砂	0.16	2498	
E072	砂	0.16	2498	
E070	砂	0.16	2498	
E071	砂	0.16	2498	
E069	砂	0.16	2498	
E066	砂	0.16	2498	
E067	砂	0.16	2498	
E065	砂	0.16	2498	
E064	砂	0.16	2498	
E063	砂	0.16	2498	
E062	砂	0.16	2498	
E061	砂	0.16	2498	
E060	砂	0.16	2498	
E059	砂	0.16	2498	
E058	砂	0.16	2498	
E057	砂	0.16	2498	
E056	砂	0.16	2498	
E055	砂	0.16	2498	
E054	砂	0.16	2498	
E053	砂	0.16	2498	
E052	砂	0.16	2498	
E051	砂	0.16	2498	
E050	砂	0.16	2498	
E049	砂	0.16	2498	
E048	砂	0.16	2498	
E047	砂	0.16	2498	
E046	砂	0.16	2498	
E045	砂	0.16	2498	
E044	砂	0.16	2498	
E043	砂	0.16	2498	
E042	砂	0.16	2498	
E041	砂	0.16	2498	
E040	砂	0.16	2498	
E039	砂	0.16	2498	
E038	砂	0.16	2498	
E037	砂	0.16	2498	
E036	砂	0.16	2498	
E035	砂	0.16	2498	
E034	砂	0.16	2498	
E033	砂	0.16	2498	
E032	砂	0.16	2498	
E031	砂	0.16	2498	
E030	砂	0.16	2498	
E029	砂	0.16	2498	
E028	砂	0.16	2498	
E027	砂	0.16	2498	
E026	砂	0.16	2498	
E025	砂	0.16	2498	
E024	砂	0.16	2498	
E023	砂	0.16	2498	
E022	砂	0.16	2498	
E021	砂	0.16	2498	
E020	砂	0.16	2498	
E019	砂	0.16	2498	
E018	砂	0.16	2498	
E017	砂	0.16	2498	
E016	砂	0.16	2498	
E015	砂	0.16	2498	
E014	砂	0.16	2498	
E013	砂	0.16	2498	
E012	砂	0.16	2498	
E011	砂	0.16	2498	
E010	砂	0.16	2498	
E009	砂	0.16	2498	
E008	砂	0.16	2498	
E007	砂	0.16	2498	
E006	砂	0.16	2498	
E005	砂	0.16	2498	
E004	砂	0.16	2498	
E003	砂	0.16	2498	
E002	砂	0.16	2498	
E001	砂	0.16	2498	

Product inspection record

品名	规格	长度	重量	备注
E071	砂	0.16	2498	
E069	砂	0.16	2498	
E068	砂	0.16	2498	
E067	砂	0.16	2498	
E066	砂	0.16	2498	
E065	砂	0.16	2498	
E064	砂	0.16	2498	
E063	砂	0.16	2498	
E062	砂	0.16	2498	
E061	砂	0.16	2498	
E060	砂	0.16	2498	
E059	砂	0.16	2498	
E058	砂	0.16	2498	
E057	砂	0.16	2498	
E056	砂	0.16	2498	
E055	砂	0.16	2498	
E054	砂	0.16	2498	
E053	砂	0.16	2498	
E052	砂	0.16	2498	
E051	砂	0.16	2498	
E050	砂	0.16	2498	
E049	砂	0.16	2498	
E048	砂	0.16	2498	
E047	砂	0.16	2498	
E046	砂	0.16	2498	
E045	砂	0.16	2498	
E044	砂	0.16	2498	
E043	砂	0.16	2498	
E042	砂	0.16	2498	
E041	砂	0.16	2498	
E040	砂	0.16	2498	
E039	砂	0.16	2498	
E038	砂	0.16	2498	
E037	砂	0.16	2498	
E036	砂	0.16	2498	
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E034	砂	0.16	2498	
E033	砂	0.16	2498	
E032	砂	0.16	2498	
E031	砂	0.16	2498	
E030	砂	0.16	2498	
E029	砂	0.16	2498	
E028	砂	0.16	2498	
E027	砂	0.16	2498	
E026	砂	0.16	2498	
E025	砂	0.16	2498	
E024	砂	0.16	2498	
E023	砂	0.16	2498	
E022	砂	0.16	2498	
E021	砂	0.16	2498	
E020	砂	0.16	2498	
E019	砂	0.16	2498	
E018	砂	0.16	2498	
E017	砂	0.16	2498	
E016	砂	0.16	2498	
E015	砂	0.16	2498	
E014	砂	0.16	2498	
E013	砂	0.16	2498	
E012	砂	0.16	2498	
E011	砂	0.16	2498	
E010	砂	0.16	2498	
E009	砂	0.16	2498	
E008	砂	0.16	2498	
E007	砂	0.16	2498	
E006	砂	0.16	2498	
E005	砂	0.16	2498	
E004	砂	0.16	2498	
E003	砂	0.16	2498	
E002	砂	0.16	2498	
E001	砂	0.16	2498	

Product inspection record

品名	规格	长度	重量	备注
E071	砂	0.16	2498	
E069	砂	0.16	2498	
E068	砂	0.16	2498	
E067	砂	0.16	2498	
E066	砂	0.16	2498	
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E064	砂	0.16	2498	
E063	砂	0.16	2498	
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E044	砂	0.16	2498	
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E041	砂	0.16	2498	
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E031	砂	0.16	2498	
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E028	砂	0.16	2498	
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E012	砂	0.16	2498	
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E010	砂	0.16	2498	
E009	砂	0.16	2498	
E008	砂	0.16	2498	
E007	砂	0.16	2498	
E006	砂	0.16	2498	
E005	砂	0.16	2498	
E004	砂	0.16	2498	
E003	砂	0.16	2498	
E002	砂	0.16	2498	
E001	砂	0.16	2498	

Product inspection record

品名	规格	长度	重量	备注
E071	砂	0.16	2498	
E069	砂	0.16	2498	
E068	砂	0.16	2498	
E067	砂	0.16	2498	
E066	砂	0.16	2498	
E065	砂	0.16	2498	
E064	砂	0.16	2498	
E063	砂	0.16	2498	
E062	砂	0.16	2498	
E061	砂	0.16	2498	
E060	砂	0.16	2498	
E059	砂	0.16	2498	
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E048	砂	0.16	2498	
E047	砂	0.16	2498	
E046	砂	0.16	2498	
E045	砂	0.16	2498	
E044	砂	0.16	2498	
E043	砂	0.16	2498	



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Product inspection record

***** This is The End of the Report *****

The above reflects our findings for the particular factory in concern on the date of our service only. This report does not certify, confirm or imply: a) compliance with any government, industry or association regulations or standards, unless stated otherwise; or, b) the quality of any specific products manufactured by the factory/sellers/suppliers; or, c) the shipment of any specific products. This report does not discharge or release the factory/sellers/suppliers from their commercial, legal or contractual obligations with buyers in respect of products manufactured by the factory/sellers/suppliers. Our services, including reports and certificates, are subject to the General Conditions of Service of PIS which have been sent to your company. They can be resent upon written request. This report cannot be partially copied.