

REDACTED

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QA Drawing Review

(mo/yr)

Revisions		Rev:	
Letter	E.O. Number - Description	Date	
Used On	Contract#:	Your Company	
Prepared By:			
Your Dept:			
Your Dept:		Work Instruction	
Your Dept:		Your #	
Your Dept:		Size: A CAGE: Your #	Your # (mo-yr) 1 of 4

<p>1</p>	<p>Release Team: Your Depts</p> <p>Certain documents limit the number of signatures required for approval, e.g., Mfg/QA Traveler, OS, QC, IIS, etc.</p>	<p>Arrange drawings in groups of subassemblies starting with the top assembly.</p> <p>Under the top assembly drawing place the piece-part drawings in the order they are listed in the drawing part's list ignoring [REDACTED] then...</p> <p>Collect the first subassembly drawing referenced on the parts list in the top assembly and under that drawing place [REDACTED] then...</p> <p>Return to the top assembly and collect the second subassembly drawing and it's referenced piece-part drawings. Continue this process for the 3rd, 4th, etc. subassembly drawings until [REDACTED] then...</p> <p>Return to the first subassembly drawing that was listed on the top assembly and collect [REDACTED] then...</p> <p>Continue this process for the 2nd, 3rd, etc. subassembly drawings and their piece parts...</p> <p>When you've finished sorting the drawings you'll find [REDACTED]</p> <p>[REDACTED] Acquire drawings that are missing from the pack or keep a to-do list that reminds you to review and integrate the drawings. If you don't have a system to create an indented drawing list [REDACTED]</p>
<p>1.1</p>	<p>QA</p>	<p>Using the parts list located on the top assembly, verify each piece-part drawing actually matches the name that is listed on the top assembly, redline as required (A/R)...</p> <p>Verify the USED ON and NEXT ASSEMBLY fields on each drawing are complete and correct</p> <p>Check the revision block on each drawing (not applicable if this is an original drawing)</p> <p>Verify the top assembly drawing's pictorial view(s) exhibit [REDACTED]</p> <p>[REDACTED] Unless you actually assemble the item shown on the drawing there is no way you will know if the pictorial views are a mirror image - don't worry about it unless you and the engineer are the only people that review and approve your drawings. If that's the case, then you must [REDACTED]</p> <p>[REDACTED] If you, the engineer, and other staff are responsible for reviewing and approving all drawings, then the drafting, manufacturing, and process groups are responsible to [REDACTED]</p>

		<p>[REDACTED]</p> <p>Read each note on the top assembly to verify instructions are usable to produce the item</p> <p>Read each note on the top assembly to verify references to detailed procedures are accurate; you may find [REDACTED]</p> <p>[REDACTED]</p> <p>Read each note on the top assembly to accommodate standard reworks that are approved by your Customer or specification, or to include instructions for [REDACTED]</p> <p>[REDACTED]</p> <p>Verify reference to your copyright notice on each drawing to protect your ownership in the event your document gets into the public domain</p>
1.2	QA	<p>Drawing Dimensions:</p> <p>Verify the standard tolerance block on each drawing is appropriate for its application</p> <p>Verify reference to ANSI Y 14.5 on each drawing to standardize the interpretation of drawing dimensions</p> <p>Verify dimensions do not conflict with [REDACTED]</p> <p>[REDACTED]</p> <p>Verify geometrically located features comply with ANSI Y14.5. Is there a less complex method to express form control that can be measured using your existing tools?</p> <p>Examine drawing dimensions from the manufacturer's viewpoint and determine [REDACTED]</p> <p>[REDACTED]</p> <p>Examine drawing from the inspector's viewpoint and determine capability to [REDACTED]</p> <p>[REDACTED]</p> <p>Check all dimensions for [REDACTED]</p> <p>[REDACTED]</p> <p>Examine all numeric figures for [REDACTED]</p> <p>Verify 'chain' dimensions are [REDACTED]</p> <p>Verify 'baseline or direct' dimensions have [REDACTED]</p> <p>Verify repeating features are identified with [REDACTED]</p> <p>Verify all lines [REDACTED]</p> <p>Verify all arrows point [REDACTED]</p>
1.3	QA	<p>Examine the drawing/procedure for:</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>

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		[REDACTED]
1.4	DCC	Log return of the redlined document(s) noting the name of the examiner, drawing# and date received at Document Control using the applicable work instruction Forward the redlined document to [REDACTED]
1.5	Drafting/Producer	Evaluate the redlined document; consult with [REDACTED] Produce a corrected copy of the drawing/procedure and [REDACTED]
1.6	Document Control	Log return of the corrected document noting the number and date received at Document Control using [REDACTED] Repeat for all examiners
2	Drawing, Procedure Release Team	Upon completion of Step 1.0 through 1.3 sign [REDACTED]
3	Document Control	Log return of the original revision document noting [REDACTED]
4	IF	THEN
4.1	All signature blocks are not filled	Forward the document to [REDACTED]
4.2	All signature blocks are filled	Release or Issue the document according to Your # or Program

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