

# Procedure

## Receiving Inspection P7.4.3

### Rev. K

**Approved By:** Mike Orsini, Quality Manager

**Purpose:** To document process receiving inspection.

**Scope:** All purchased product/service that affects the final quality of the product.

**Authority:** The President, Quality Manager and Plant Manager have the authority to change or modify this procedure.

#### Reference Documents and Records

- Policy Element 7.4.3 Verification of Purchased Product and 8.2.4 Monitoring and Measurement of Product
- Receiving Inspection Work Instruction QUAL011
- Incoming Inspection Nonconforming Product P8.3-1
- Evaluation and Control of Suppliers P7.4.1
- Quality Records Procedure P4.2.4

#### Change History

Date	Change	Rev	By
12/10/96	Revised Entirely	C	MO
01/02/97	Added MIL-STD-105D to step #3	D	MO
03/19/97	Step #3 – Indicate passive of receiving inspection.	E	MO
08/25/97	Revised Step #2 to highlight in yellow Revised Step #3 to include interim release of product	F	MT
		G	MO
02/29/00	Procedure re-written to describe current method of performing Receiving Inspection	H	TM
11/18/00	Added statement to paragraph 4 regarding re-inspection requirement for rejected material	I	MO
10/29/2002	Updated to the ISO 9001:2000 requirements and flow charted.	J	MO
05/05/2006	Changed procedure to reflect flagged for inspection versus not flagged at incoming.	K	MO

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