SECTION I – Procedure:

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| A 1. | Identify the standard the supplier uses for performing soldering.  \_\_\_\_MIL- STD 454 \_\_\_\_IPC-A-610 ­­­\_\_\_\_OTHER  IF Other, Specify: |  |
| A 2 | a. Does a written detailed procedure exist and is it utilized for the soldering process? Identify procedure number and revision. | \_\_\_Yes \_\_\_No \_\_\_N/A |
|  | b. Does a written detailed procedure exist for assembly of components prior to soldering? Identify procedure number and revision. | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 3. | Are procedures readily available? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 4. | Are inspection procedures utilized for soldering? Identify procedure number and revision; | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 5. | a. Are inspection and manufacturing personnel trained in use of procedures? | \_\_\_Yes \_\_\_No \_\_\_N/A |
|  | b. Is this recorded and part of employee’s file’? | \_\_\_Yes \_\_\_No \_\_\_N/A |

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| A 6. | Are soldering procedures written based on contract-invoked requirements or generic and company based standards? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 7 | a. Is the procedure approved by the Customer? List Reference  Approval Number, if applicable: | \_\_\_Yes \_\_\_No \_\_\_N/A |
|  | b. Does the procedure require review/approval by the government? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 8. | Are procedures/work instructions adequate for control of: | \_\_\_Sat \_\_\_Unsat |
|  | a. (Proper Equipment) etc. | \_\_\_Yes \_\_\_No \_\_\_N/A |
|  | b. (Proper Materials) etc. | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 9. | What type of tools, mechanical strippers, chemical strippers, thermal strippers, holding devices, bending tools, clinching tools are required in the use of the procedures?  Specify sample of tools |  |

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| A 10. | Does procedure include system for identification of inspection status on parts and documentation? (E.g. inspection stamp) | \_\_\_Sat \_\_\_Unsat |
| SECTION II – Record Review | | \_\_\_Sat \_\_\_Unsat |
| A 11. | Identify inspection methods used to verify conformance with procedures and standards | \_\_\_Sat \_\_\_Unsat |
| A 12. | What inspection documents exist and are they maintained to confirm inspection process was performed? | \_\_\_Yes \_\_\_No |
|  | a. Are inspection documents properly completed and maintained? | \_\_\_Yes \_\_\_No |
|  | b. Review and record number of samples: \_\_\_\_\_\_\_\_\_\_\_\_ |  |
| A 13. | Is traceability maintained for material, which has been soldered? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 14. | Is inspection data reviewed and accepted by qualified personnel? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 15. | Are all tools, gages, meters, utilized for monitoring and/or inspection a part of the manufacturer’s calibration program? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 16. | Are certifications for raw materials used in soldering process reviewed for acceptance and maintained on file for review? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 17. | Are adequate inspection work records maintained? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 18. | Are shop traveler and work records traced to the operator/inspection personnel? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| SECTION III – OBSERVATION OF SOLDERING PROCESS  Detailed observation of solderer (complete one section for each solderer observed). NOTE: if determined to be N/A, provide explanation. | | \_\_\_Sat \_\_\_Unsat |
| A 19. | Identify process being observed. What is being soldered? |  |
|  | 1. Solderer identification:(name, badge or clock #, shift) |  |
|  | 1. Basic material(s) being soldered, pc board, wire, assembly, etc. |  |
|  | 1. Identify soldering material, solder type, flux, class, etc. |  |
|  | 1. Is the solderer qualified for observed soldering procedure? | \_\_\_Sat \_\_\_Unsat \_\_\_N/A |
|  | e. Is the solderer familiar with details of the procedure? | \_\_\_Sat \_\_\_Unsat \_\_\_N/A |
|  | f. Procedure number: |  |
|  | g. Is it readily available to the solderer and inspector? | \_\_\_Sat \_\_\_Unsat |
| A 20. | Are their adequate methods of segregating accepted and rejected materials in use? | \_\_\_Sat \_\_\_Unsat |
| A 21. | Do solder rolls and raw materials have traceable markings on containers. What types of solders are used? (List) | \_\_\_Sat \_\_\_Unsat |

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| A 22. | Are soldering tools ions correct wattage for ESD or sensitive components. | \_\_\_Sat \_\_\_Unsat |
| A 23. | Are work areas clean from debris and separate from other areas for soldering operations. | \_\_\_Yes \_\_\_No |
| A 24. | Are exhaust equipment utilized in soldering areas to provide fresh air for personnel. | \_\_\_Yes \_\_\_No |
| A 25. | Do controls exist for handling and disposing of solder waste? | \_\_\_Yes \_\_\_No |

**Additional Comments/Concerns:**