



ASME Welding Contractor QA/QC Plan Sample

Selected pages (not a complete plan)

Part 1: Project-Specific Quality Plan

Part 2: Quality Manual

Part 3: Submittal Forms

Contact:

FirstTimeQuality

410-451-8006

PROJECT-SPECIFIC WELDING QUALITY PLAN

TABLE OF CONTENTS

Background Information	7
Customer	7
Project Name	7
Project Number	7
Project Location	7
Overall Project Description	7
[CompanyName] Scope of Work	7
A. [CompanyName] Quality Policy	8
B. Key Elements of the Weld Quality Plan	9
Project Quality Assurance/Quality Control Plan Overview	12
C. Project Quality Coordination and Communication	13
D. Project QC Personnel	17
Project QC Job Position Assignments	17
Project QC Organization Chart	18
E. Duties, Responsibilities, and Authority of QC Personnel	19
F. Personnel Qualifications and Technical Certifications	25
Personnel Certification and Qualification Requirements	26
G. Qualification of Third Party Inspection/Testing Companies and Subcontractors and Suppliers	31
Third Party Weld Inspection Qualification Requirements	31
Qualification	31
Purchase Order Approval	32
H. Quality Training	34
I. Weld Project Quality Specifications	37
Compliance with Industry Welding Standards	37
Project - Specific Welding Procedure Standards	37
Local fabrication Codes	38
J. Material Inspection Traceability and Quality Controls	42
Identification of Lot Controlled Materials	42
Heat Traceability of Metals	42
Customer Supplied Materials	43
Material Receiving and Inspection	43
Preservation of Materials and Completed Work	43
K. Weld Equipment	48
L. Weld Inspection and Test Plan	50
Welding Inspection and Testing Standards	51

Calibration of Inspection, Measuring, and Test Equipment	52
M. Work Task Quality Inspections.....	55
Identification of Quality Inspected Work Tasks.....	55
Required Inspections For Each Work Task	55
Daily Quality Control Report.....	56
N. Control of Corrections and Nonconformances	63
Marking of Nonconformances and Observations.....	63
Control the Continuation of Work.....	63
Recording of Nonconformances	63
Quality Manager Disposition of Nonconformance Reports	64
Corrective Actions	64
Nonconformance Preventive Actions.....	65
O. Project Completion Inspections	67
Punch-Out QC Inspection	67
Pre-Final Customer Inspection	67
Final Acceptance Customer Inspection	68
P. Project Quality Records and Documents	71
Q. Quality Assurance Surveillance.....	74
Project Quality Performance Surveillance.....	74
Project Quality Audits.....	74
Project Audit Plan	75
Project Audit Requirements	75
R. Additional Quality Control Requirements	77

Selected Pages

I. WELD PROJECT QUALITY SPECIFICATIONS

Fulfilling customer contract expectations is a primary objective of the [CompanyName] Quality System. To ensure that customer expectations will be fulfilled, [CompanyName] clearly defines the requirements for each contract before it is approved.

The Project Manager ensures that the information in customer contracts clearly defines customer expectations and that the necessary details are provided to set requirements for fabrication.

[CompanyName] personnel and subcontractors and suppliers are accountable for compliance to standards-based written specifications.

To achieve expectations reliably and consistently, specifications are clearly spelled out, not only for results but also for processes. Specifications apply to materials, work steps, qualified personnel and subcontractors and suppliers, safe work rules, and environmental work conditions.

Standards ensure that results are specified rather than left to discretionary practices.

All [CompanyName] fabrication activities comply with generally accepted good workmanship practices and industry standards.

COMPLIANCE WITH INDUSTRY WELDING STANDARDS

Codes that may apply to this project include those listed below.

Regulatory Codes and Industry Standards			
Division	Description	Reference Standard No.	Reference Standard Title
5	Minimum spacings and edge distances for screws	AISI SG02-KIT	North American Specification for the Design of Cold-Formed Steel Structural Members
5	Installation of bracing and permanent bracing and bridging	CFSEI	Field Installation Guide for Cold-Formed Steel Roof Trusses
5	Installation of chimneys, vents, and smokestacks	NFPA 211	Standard for Chimneys, Fireplaces, Vents, and Solid Fuel-Burning Appliances
5	Framing and reinforcing openings through a steel deck	SDI DDP	Deck Damage and Penetrations
5	Install high-strength bolts		RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts"
5	Beveling, alignment, heat treatment, and inspection of weld	ASME B31.1	Power Piping
5	Requirements for piping of fluids	ASME B31.3	Process Piping

PROJECT - SPECIFIC WELDING PROCEDURE STANDARDS

The Quality Manager approves welding procedures before they can be used to fabricate metal.

Form QW-483 Welding Procedure Qualification Record

QW-483 SUGGESTED FORMAT FOR PROCEDURE QUALIFICATION RECORDS (PQR)
 (See QW-200.2, Section IX, ASME Boiler and Pressure Vessel Code)
Record Actual Variables Used to Weld Test Coupon

Company Name _____
 Procedure Qualification Record No. _____ Date _____
 WPS No. _____
 Welding Process(es) _____
 Types (Manual, Automatic, Semi-Automatic) _____

JOINTS (QW-402)

Groove Design of Test Coupon
 (For combination qualifications, the deposited weld metal thickness shall be recorded for each filler metal and process used.)

<p>BASE METALS (QW-403) Material Spec. _____ Type/Grade, or UNS Number _____ P-No. _____ Group No. _____ to P-No. _____ Group No. _____ Thickness of Test Coupon _____ Diameter of Test Coupon _____ Maximum Pass Thickness _____ Other _____</p>	<p>POSTWELD HEAT TREATMENT (QW-407) Temperature _____ Time _____ Other _____</p>																																																														
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">FILLER METALS (QW-404)</td> <td style="width: 30%; text-align: center;">1</td> <td style="width: 30%; text-align: center;">2</td> </tr> <tr> <td>SFA Specification _____</td> <td></td> <td></td> </tr> <tr> <td>AWS Classification _____</td> <td></td> <td></td> </tr> <tr> <td>Filler Metal F-No. _____</td> <td></td> <td></td> </tr> <tr> <td>Weld Metal Analysis A-No. _____</td> <td></td> <td></td> </tr> <tr> <td>Size of Filler Metal _____</td> <td></td> <td></td> </tr> <tr> <td>Filler Metal Product Form _____</td> <td></td> <td></td> </tr> <tr> <td>Supplemental Filler Metal _____</td> <td></td> <td></td> </tr> <tr> <td>Electrode Flux Classification _____</td> <td></td> <td></td> </tr> <tr> <td>Flux Type _____</td> <td></td> <td></td> </tr> <tr> <td>Flux Trade Name _____</td> <td></td> <td></td> </tr> <tr> <td>Weld Metal Thickness _____</td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> </tr> </table>	FILLER METALS (QW-404)	1	2	SFA Specification _____			AWS Classification _____			Filler Metal F-No. _____			Weld Metal Analysis A-No. _____			Size of Filler Metal _____			Filler Metal Product Form _____			Supplemental Filler Metal _____			Electrode Flux Classification _____			Flux Type _____			Flux Trade Name _____			Weld Metal Thickness _____			Other _____			<p>GAS (QW-408)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2"></th> <th colspan="3" style="text-align: center;">Percent Composition</th> </tr> <tr> <th style="text-align: center;">Gas(es)</th> <th style="text-align: center;">(Mixture)</th> <th style="text-align: center;">Flow Rate</th> </tr> </thead> <tbody> <tr> <td>Shielding _____</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Trailing _____</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Backing _____</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>ELECTRICAL CHARACTERISTICS (QW-409) Current _____ Polarity _____ Amps. _____ Volts _____ Tungsten Electrode Size _____ Mode of Metal Transfer for GMAW (FCAW) _____ Heat Input _____ Other _____</p>		Percent Composition			Gas(es)	(Mixture)	Flow Rate	Shielding _____				Trailing _____				Backing _____				Other _____			
FILLER METALS (QW-404)	1	2																																																													
SFA Specification _____																																																															
AWS Classification _____																																																															
Filler Metal F-No. _____																																																															
Weld Metal Analysis A-No. _____																																																															
Size of Filler Metal _____																																																															
Filler Metal Product Form _____																																																															
Supplemental Filler Metal _____																																																															
Electrode Flux Classification _____																																																															
Flux Type _____																																																															
Flux Trade Name _____																																																															
Weld Metal Thickness _____																																																															
Other _____																																																															
	Percent Composition																																																														
	Gas(es)	(Mixture)	Flow Rate																																																												
Shielding _____																																																															
Trailing _____																																																															
Backing _____																																																															
Other _____																																																															
<p>POSITION (QW-405) Position of Groove _____ Weld Progression (Uphill, Downhill) _____ Other _____</p>	<p>TECHNIQUE (QW-410) Travel Speed _____ String or Weave Bead _____ Oscillation _____ Multipass or Single Pass (Per Side) _____ Single or Multiple Electrodes _____ Other _____</p>																																																														
<p>PREHEAT (QW-406) Preheat Temperature _____ Interpass Temperature _____ Other _____</p>																																																															

07/10

[CompanyName]
Metals Material Receiving Inspection Report

Version 20140615

Project ID	Project Name	P.O.#	Supplier	Receipt Date
[ProjectNumber]	[ProjectName]			
Type of Material (i.e., steel plate)	Material Description (nominal dimensions)	Heat Number/ Serial Number/Markings	Condition / Damage	Color Code Marking
Receiving Inspector Approval Signature / Date		Government Representative Name/Approval Date		
				<input type="checkbox"/> Material Receiving Inspection Passed

Selected Pages

**[CompanyName]
Quality Inspection and Test Plan**

Project ID	Project Name	CONTRACTOR
[ProjectNumber]	[ProjectName]	[CompanyName]

SPECIFICATION SECTION AND PARAGRAPH NUMBER	SCHEDULE ACTIVITY ID	TEST REQUIRED	ACCREDITED/ APPROVED LAB YES /NO	SAMPLED BY	TESTED BY	LOCATION OF TEST ON/OFF SITE/SITE	DATE COMPLETED	DATE FORWARDED TO CUSTOMER	REMARKS

Selected Pages

M. WORK TASK QUALITY INSPECTIONS

[CompanyName] identifies a list of work tasks which will be quality controlled. Each work task is subject to a series of inspections; before, during, and after completion.

Each inspection verifies compliance with full scope of the relevant specifications; not limited to inspection form checkpoints.

The initial work task-ready inspection occurs when work is ready to start and ensures that work begins only when it does not adversely impact quality results.

Incoming material inspections verify that materials are as specified and meet all requirements necessary to assure quality results.

Work-in-process inspections continuously verify that work conforms to project specifications and quality expectations. Work continues only when it does not adversely impact quality results.

At completion of the work task an inspection verifies that work has been completed in accordance with project quality requirements.

Inspection results are recorded and maintained as part of the project files.

The Quality Manager identifies each Task that is a phase of fabrication that requires separate quality controls to assure and control quality results. Each Task triggers a set of requirements for quality control inspections before, during and after work tasks.

Independent quality audits are conducted to verify that the task quality controls are operating effectively.

Fabrication projects may execute a work task multiple times in a project, in which case a series of quality inspections are required for each work task.

Independent quality control audits are conducted to verify that the task quality controls are operating effectively.

IDENTIFICATION OF QUALITY INSPECTED WORK TASKS

A listing of project work tasks is included on the Quality Control work task List and included as an exhibit in this subsection.

REQUIRED INSPECTIONS FOR EACH WORK TASK

Each work task is subject to a series of inspections before, during, and at completion as described below. Results of inspections are recorded.

PREPARATORY SITE INSPECTION

The Superintendent performs a quality inspection of the work area and:

- Assesses completion of required prior work
- Verifies field measurements
- Assures availability and receiving quality inspection status of required materials
- Identifies any nonconformances to the requirements for the task to begin
- Identifies potential problems

TASK-READY INSPECTIONS

For each work task, the Superintendent or a qualified inspector performs job-ready quality inspections to ensure that work activities begin only when they should begin. Job-ready quality inspections verify that conditions conform to the project quality requirements.

WORK IN PROCESS QUALITY INSPECTIONS

For each work task, the Superintendent or a qualified inspector performs an initial work in process inspection when the first representative portion of a work activity is completed.

The Superintendent or a qualified inspector performs ongoing work in process quality inspections to ensure that work activities continue to conform to project quality requirements.

WORK TASK COMPLETION QUALITY INSPECTIONS

For each work task, the Quality Manager or a qualified inspector inspects the completion of each work task to verify that work conforms to project quality requirements.

Completion quality inspections are performed for each work task. Completion quality inspections are conducted before starting other work activities that may interfere with an inspection.

Any outstanding punch items remaining after the work task completion inspection is deemed a nonconformance.

Selected Pages

Form P-4A Welded Piping Inspection

FORM P-4A MANUFACTURER'S DATA REPORT FOR FABRICATED PIPING
As Required by the Provisions of the ASME Code Rules, Section I

1. Manufactured by _____ Order No. _____ P-4A ID No. _____
(Name and address of manufacturer)

2. Manufactured for _____ Order No. _____
(Name and address of purchaser)

3. Location of installation _____ Boiler Registration No. _____

4. Identification _____ Piping Registration No. _____
(Main steam, boiler feed, blow-off, or other service piping — state which)

5. Design Conditions of Piping _____ Specified by _____
(Pressure) (Temperature) (Name of Co.)

Code Design by _____

6. The chemical and physical properties of all piping meet the requirements of material specifications of the ASME BOILER AND PRESSURE VESSEL CODE. The construction and workmanship conform to Section I of the ASME BOILER AND PRESSURE VESSEL CODE _____
(Year)

Addenda to _____ (if applicable), and Code Cases _____
(Date) (Numbers)

7. Description of Piping (include material identifications by ASME specification or other recognized Code designation)

8. Shop Hydrostatic Test _____

9. Remarks

CERTIFICATE OF SHOP COMPLIANCE

We certify the statement in this data report to be correct and that all details of design, material, construction, and workmanship of the described piping conform to Section I of the ASME BOILER AND PRESSURE VESSEL CODE.

Our Certificate of Authorization No. _____ to use the (S) or (PP) Designator _____ Expires _____

Date _____ Signed _____ by _____
(mm/dd/yyyy) (Manufacturer or Fabricator) (Authorized Representative)

CERTIFICATE OF SHOP INSPECTION

I, the undersigned, holding a valid commission issued by the National Board of Boiler and Pressure Vessel Inspectors and employed by _____ have inspected the piping described in this Manufacturer's Data Report and state that, to the best of my knowledge and belief, the manufacturer has constructed this piping in accordance with the applicable sections of the ASME BOILER AND PRESSURE VESSEL CODE.

By signing this certificate, neither the Inspector nor his employer makes any warranty, expressed or implied, concerning the piping described in this Manufacturer's Data Report. Furthermore, neither the Inspector nor his employer shall be liable in any manner for any personal injury or property damage or a loss of any kind arising from or connected with this inspection.

Date _____
(mm/dd/yyyy)

_____ Commission _____
(Authorized Inspector) (National Board Commission Number and Endorsement)

(07/11)

QUALITY MANUAL

TABLE OF CONTENTS

1. Quality System Management and Responsibilities	6
1.1. Overview.....	6
1.2. [CompanyName] Quality Policy.....	6
1.3. Quality Duties, Responsibilities, and Authority.....	6
1.4. Quality System Performance Measures.....	9
1.5. Customer Satisfaction Performance Measures.....	9
1.6. Exceptions.....	9
2. Project Quality Assurance/Quality Control Plan	10
2.1. Overview.....	10
2.2. [CompanyName] Project License and Qualification Requirements.....	10
2.3. Project Personnel and Qualifications.....	11
2.4. Project Quality Assurance/Quality Control Plan.....	12
2.5. Identification of Quality Controlled Work Tasks.....	12
2.6. Project Quality Inspection and Test Plan.....	12
2.7. Project Quality Communications Plan.....	12
2.8. Project Quality Training Plan.....	12
2.9. Customer Training On Operation and Maintenance.....	12
2.10. Project Records and Documentation Plan.....	13
2.11. Project Audit Plan.....	13
3. Contract Specifications	14
3.1. Overview.....	14
3.2. Contract Technical Specifications.....	14
3.3. Contract Drawings.....	14
3.4. Contract Submittals.....	14
3.5. Customer Submittal Approval.....	16
3.6. Contract Warranty.....	16
3.7. Contract Review and Approval.....	17
4. Design Review and Control	18
4.1. Overview.....	18
4.2. Design Input Review.....	18
4.3. Project Design Quality Assurance/Quality Control Plan.....	18
4.4. Design Progress Reviews.....	19
4.5. Design Output Verification and Approval.....	19
5. Project-Specific Quality Standards	20
5.1. Overview.....	20
5.2. Regulatory Codes.....	20

5.3. Industry Quality Standards	20
5.4. Material Specifications	20
5.5. Equipment Specifications	21
5.6. Work Process Specifications	21
5.7. Controlled Material Identification and Traceability	21
5.8. Measuring Device Control and Calibration	22
5.9. [CompanyName] Quality Standards	22
5.10. Application of Multiple Sources of Specifications	22
6. Project Purchasing	23
6.1. Overview	23
6.2. Qualification of Outside Organizations and Company Departments	23
6.3. Quality Responsibilities of Key Subcontractor and Supplier Personnel	24
6.4. Requirements for Subcontractor QC Plan	25
6.5. Subcontractor and Supplier Quality Policy	25
6.6. Project Subcontractor and Supplier List	26
6.7. Purchase Order Requirements	26
6.8. Project Purchase Order Approvals	26
7. Process Controls	27
7.1. Overview	27
7.2. Project Startup and Quality Control Coordination Meeting	27
7.3. Preparatory Project Quality Assurance/Quality Control Plan Planning	27
7.4. Weekly Quality Planning and Coordination Meetings	28
7.5. Process Control Standards	28
7.6. Daily Quality Control Report	30
7.7. Monthly Quality Control Report	30
8. Inspections and Tests	32
8.1. Overview	32
8.2. Required Work Task Quality Inspections and Tests	32
8.3. Material Inspections and Tests	32
8.4. Work in Process Inspections	33
8.5. Work Task Completion Inspections	33
8.6. Inspection of Special Processes	34
8.7. Independent Measurement and Tests	34
8.8. Commissioning Functional Acceptance Tests	34
8.9. Hold Points for Customer Inspection	34
8.10. Quality Inspection and Test Specifications	34
8.11. Inspection and Test Acceptance Criteria	35
8.12. Inspection and Test Status	35
8.13. Independent Quality Assurance Inspections	35
8.14. Inspection and Test Records	35
8.15. Project Completion and Closeout Inspection	36
9. Nonconformances and Corrective Actions	38

9.1. Overview.....	38
9.2. Nonconformances	38
9.3. Corrective Actions	39
10. Preventive Actions	41
10.1. Overview.....	41
10.2. Identify Preventive Actions for Improvement	41
10.3. Train Preventive Actions for Improvement	41
11. Quality System Audits	43
11.1. Overview.....	43
11.2. Project Quality System Audit.....	43
11.3. Company-wide Quality System Audit	43
12. Record and Document Controls.....	45
12.1. Overview.....	45
12.2. Quality System Documents	45
12.3. Document Controls.....	45
12.4. Record Controls	46
13. Appendix.....	48
13.1. Definitions of Terms	48

Selected Pages

7. PROCESS CONTROLS

HOW WORK IS CARRIED OUT

7.1. OVERVIEW

The fabrication process plan defines how project work is to be done and approved for the overall project. The fabrication process plan is communicated to all key personnel, subcontractors and suppliers in a startup meeting. As the project proceeds, work task plans provide additional details of how each individual work task is carried out. Work tasks planning meetings are used to communicate expectations of the work task plan to key personnel responsible for carrying out the work task.

7.2. PROJECT STARTUP AND QUALITY CONTROL COORDINATION MEETING

Prior to the commencement of work, the Project Manager holds a meeting to discuss and coordinate how project work will be performed and controlled. Key personnel from [CompanyName], subcontractors and suppliers meet to review expectations for project quality results as well as quality assurance and quality control policies and procedures including:

- Key requirements of the project
- The Project Quality Assurance/Quality Control Plan
- Required quality inspections and tests
- The project submittal schedule
- Quality policies and heightened awareness of critical quality requirements
- Project organization chart and job responsibilities
- Methods of communication and contact information
- Location of project documents and records

7.3. PREPARATORY PROJECT QUALITY ASSURANCE/QUALITY CONTROL PLAN PLANNING

7.3.1. WORK TASK REQUIREMENTS REVIEW

In preparation for the start of an upcoming work task, the Superintendent reviews an integrated and coordinated set of documents that collectively define quality requirements for the work task including:

- Objectives and acceptance criteria of the work task
- Quality standards that apply to the work task
- Work instructions, process steps, and product installation instructions that apply to the work task
- Shop drawings
- Submittals
- Tools and equipment necessary to perform the work
- License, certification, or other qualification requirements of personnel assigned to work
- Required records of the process and resulting product
- The subcontractor contracted to perform the work, if applicable
- Customer contract requirements
- Required quality inspections and tests
- Method for clearly marking nonconformances to prevent inadvertent use
- Location of quality system records and documents
- Personnel training

7.3.2. PREPARATORY SITE INSPECTION

The Superintendent also performs a quality inspection of the work area and:

- Assesses completion of required prior work
- Verifies field measurements
- Assures availability and receiving quality inspection status of required materials
- Identifies any nonconformances to the requirements for the work task to begin
- Identifies potential problems

7.3.3. WORK TASK PREPARATORY QUALITY PLANNING MEETINGS

Prior to the start of a work task, the Superintendent conducts a meeting with key company, subcontractor personnel responsible for carrying out, supervising, or inspecting the work, and interested customer representatives.

During the meeting, the Superintendent communicates the work task quality requirements and reinforces heightened awareness for critical requirements. Topics for a work task quality plan meeting include:

- Conflicts that need resolution
- Required quality documents and a verification of availability to personnel carrying out, supervising, or inspecting the work task
- Record keeping requirements and the availability of necessary forms
- Review methods and sequences of installation
- Special details and conditions
- Standards of workmanship
- Heightened awareness of critical quality requirements
- Quality risks
- Work tasks quality inspection form

7.4. WEEKLY QUALITY PLANNING AND COORDINATION MEETINGS

The Superintendent conducts a meeting with key company, subcontractor and supplier personnel responsible for carrying out, supervising, or inspecting the work, and interested customer representatives.

9. NONCONFORMANCES AND CORRECTIVE ACTIONS

9.1. OVERVIEW

Should a nonconformance be identified by an inspection there is a systematic method to control the item, correct it, and ensure that project quality is not adversely impacted by the event.

A nonconformance is any item that does not meet project specifications or [CompanyName] Quality System requirements.

9.2. NONCONFORMANCES

9.2.1. MARKING OF NONCONFORMANCES AND OBSERVATIONS

When the Quality Manager, Superintendent, inspector, or customer identifies a nonconformance or an observation, the item is quickly and clearly marked by tape, tag, or other easily observable signal to prevent inadvertent cover-up.

9.2.2. CONTROL THE CONTINUATION OF WORK

After the item is marked, the Superintendent determines if work can continue in the affected area:

CONTINUE WORK: When continuing work does not adversely affect quality or hide the defect, work may continue in the affected area while the disposition of the item is resolved. The Superintendent may place limitations on the continuation of work.

STOP WORK ORDER: When continuing work can adversely affect quality or hide the defect, work must stop in the affected area until the disposition of the item resolved. The Superintendent identifies the limits of the affected area. The Superintendent quickly and clearly identifies the boundaries of the stop work area.

9.2.3. NONCONFORMANCE REPORT

9.2.3.1. RECORDING OF NONCONFORMANCES

If nonconformances or observed items exist by the work task completion inspection, the Superintendent or inspector records the nonconformances on a nonconformance report.

The Superintendent sends the nonconformance report to the Quality Manager.

9.2.3.2. QUALITY MANAGER DISPOSITION OF NONCONFORMANCE REPORTS

When the Quality Manager receives a Nonconformance Report, he or she makes an assessment of the affect the reported nonconformance has on form, fit, and function. The Quality Manager may assign a disposition of either:

Questions? Call First Time Quality 410-451-8006

List of Included Forms

Standard Forms:

- Point Of Contact List
- Project Organization Chart
- Project Quality Communications Plan
- Quality Manager Appointment Letter
- Project Manager Appointment Letter
- Superintendent Appointment Letter
- Personnel Certifications and Licenses
- Project Personnel Resumes
- Project Subcontractor and Supplier List
- Training Plan
- Training Log
- Regulatory Codes and Industry Standards
- Project Regulatory Building Codes
- Controlled Materials Form
- Metals Material Receiving Inspection Report
- Material Inspection and Receiving Report
- Inspection and Testing Standards
- Quality Inspection and Test Plan
- Test Equipment Calibration Plan and Log
- Quality Controlled Work Task List
- Daily Production Report
- Work Task Inspection Form
- Nonconformance Report
- Punch List
- Project Completion Inspection Form
- System Document Control Form
- Project Records Control Form
- Project Quality System Audit Form

[CompanyName][CompanySuffix] Nonconformance Report <small>Version 20131125</small>		
Nonconformance Report Control ID	Project ID	Project Name
	[ProjectNumber]	[ProjectName]
Preparer Signature/ Submit Date		Quality Manager Signature / Disposition Date
Description of the requirement or specification		
Description of the nonconformance, location, affected area, and marking		
Disposition	<input type="checkbox"/> Replace <input type="checkbox"/> Repair <input type="checkbox"/> Rework <input type="checkbox"/> Use As-is	
	Approval of disposition required by customer representative? Yes <input type="checkbox"/> No <input type="checkbox"/> Customer approval signature /date: _____	
Corrective Actions	<input type="checkbox"/> Corrective actions completed Name/Date: _____	
	Customer acceptance of corrective actions required? Yes <input type="checkbox"/> No <input type="checkbox"/> Name/Date: _____	
Preventive Actions		
	<input type="checkbox"/> Preventive actions completed Name/Date: _____	

Selected Pages



**For More Information:
Contact: FirstTimeQuality**

410-451-8006

www.FirstTimeQuality.com

EdC@FirstTimeQuality.com