**Inwards Goods QC Checkpoint**

The QC inspection process for incoming goods at Jandakot is completed as per Work Instruction ‘Inwards Goods’ (QW-FAC-PER-001). This document acts as a guide only for the activities completed by an inspector during the Quality Inspection of Inwards items.

**Inwards Goods Inspection Checklist**

Steps to be completed as applicable to each received item.

**NOTE:** *Additional adhoc or project requirements may exist.*

1. Identify Goods received by warehouse ready for inspection
2. Check PO to understand scope of supply / work
3. Ensure delivery docket and Quality records are available:
   1. Check Part Number matches Purchase Order
   2. CoC / MDR (Hard copy or Quality Inbox) & associated test records

Note – BHGE to BHGE supply per document ‘Monitoring and Measurement of Product OGQ-0128\_Rev1.1 cl 3.1.4’ requires inspection and verification prior to release at origin. BHGE origin shall be responsible for document verification unless otherwise agreed.

1. Verify CoC / MDR & associated quality records against BOM to ensure conformance of the new part or SOW as per PO

**NOTE:** *Raise vendor documentation workflow for issues with or missing quality records*

1. Remove protective covers and preservation grease (as required)
2. Check item for physical damage (obvious transport damage)
3. Open Part number in ePims and as applicable check:
   1. Critical dimensions for new items or if affected by SOW
   2. Marking data as per BOM/Drawing
   3. Part build conforms to BOM/Drawing
   4. Coating
   5. Critical sealing faces and threaded parts are free from damage Miscellaneous requirements as called for by BOM/Drawing
4. Complete First Piece Qualification inspection form for FPQ items
5. Re-apply approved protective grease (as required)
6. Re-fit protection caps/packing or notify ISL for lack of COE caps/packing
7. Release part in oracle, stamp and sign hard copy PO

**NOTE:** *Raise a GRU for any identified discrepancies and tag / quarantine the item as per ‘Control of Non-Conforming Product’ (QW-QUA-PER-001) Work Instruction.*

