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| SRI | ISO 9001: 2015 Quality Management System Quality Procedure Manual | |
| Document No: SRI-QPM 08 (1) Date Issued : 03/04/2017 Revision date:21/01/2025 | DSI Tyres® | Revision No :03 Page No : 1 of 7 |

Title : Quality Procedure for Inspection and Testing (General)

8.1. INSPECTION AND TESTING

8.1.1. SCOPE

This document covers inspection and testing procedures, of incoming materials, in process material and parts and finished goods. Repeat tests are decided by technical staff according to the nature of the test results obtained.

8.1.2. RESPONSIBILITY.

The General Manager _ (Research and Development) has the overall responsibility of ensuring the quality of products. Chief Chemist is responsible for all testing and inspection carried out at the Laboratory.

8.1.3. INSPECTION AND TESTING OF INCOMING MATERIALS.

8.1.1 *Locally purchased material from approved sources.*

Types of materials covered under incoming and testing scheme is mentioned in the IT-WI-S-01

8.1.2 *Imported materials from approved sources.*

Types of materials covered under incoming and testing scheme is mentioned in the IT-WI-S-01

8.1.3 *Sample quality of materials from new sources or new materials.*

8.1.4 *Procedure for inspection & testing.*

All the incoming materials are subject to a general inspection by the stores authorities at the point of unloading

8.1.5 *General inspection*

- a) Whether the receiving quality is equal to the order/invoiced quality.
- b) Whether the packing complies with the packing/supply inspections
- c) Whether there are any damages or irregularities.

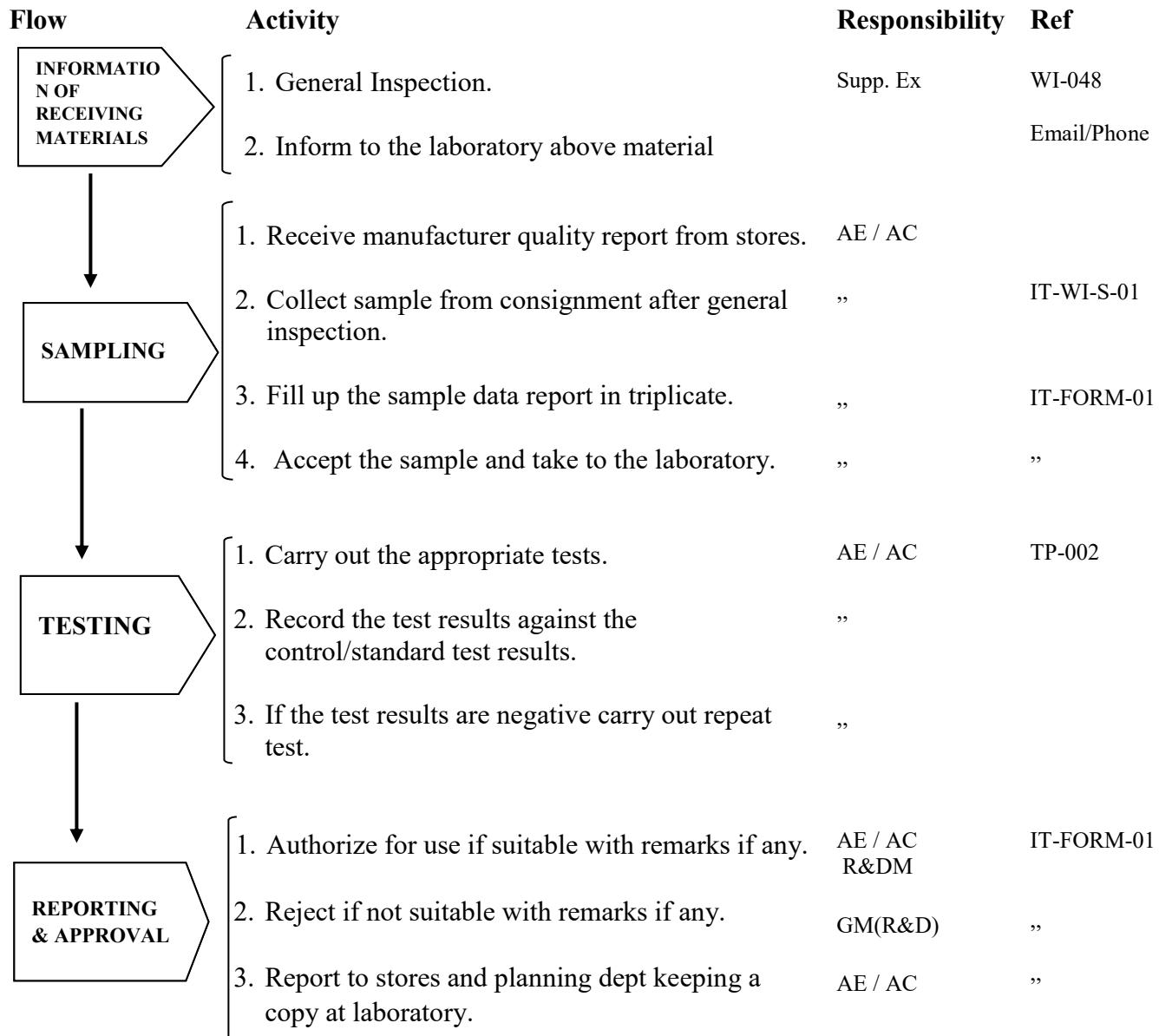
The receiving of materials to the stores is informed to the laboratory over the phone with following details.

- a) Name of the material & quality.
- b) Manufacturer/supplier.
- c) Whether local or imports.

Samples are collected by laboratory representative personally. Until the laboratory approval is given goods are kept under yellow tags

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| | Date | |

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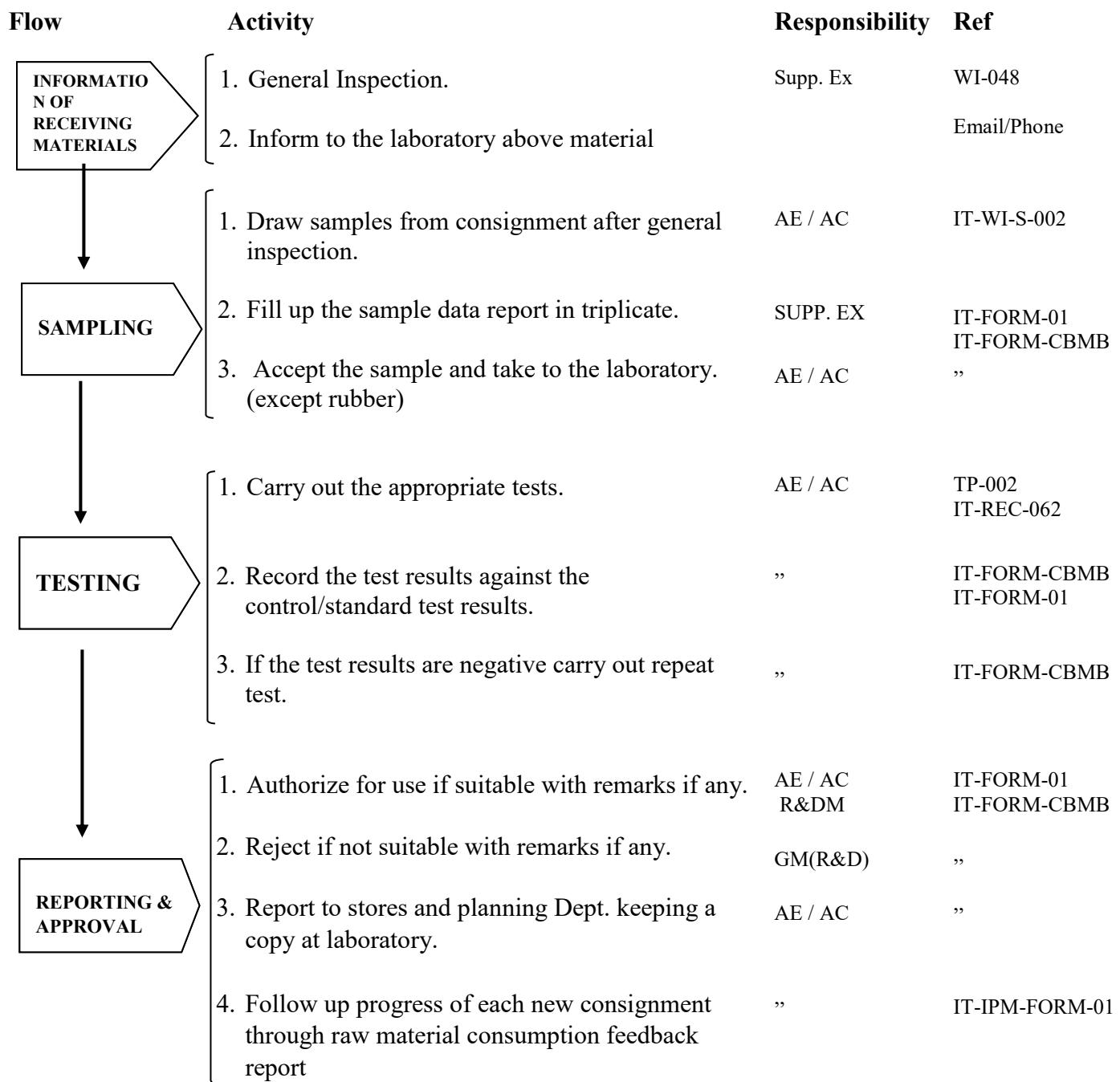
8.1.4 Procedure for imported materials from the approved sources.

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Signature of Management Representative

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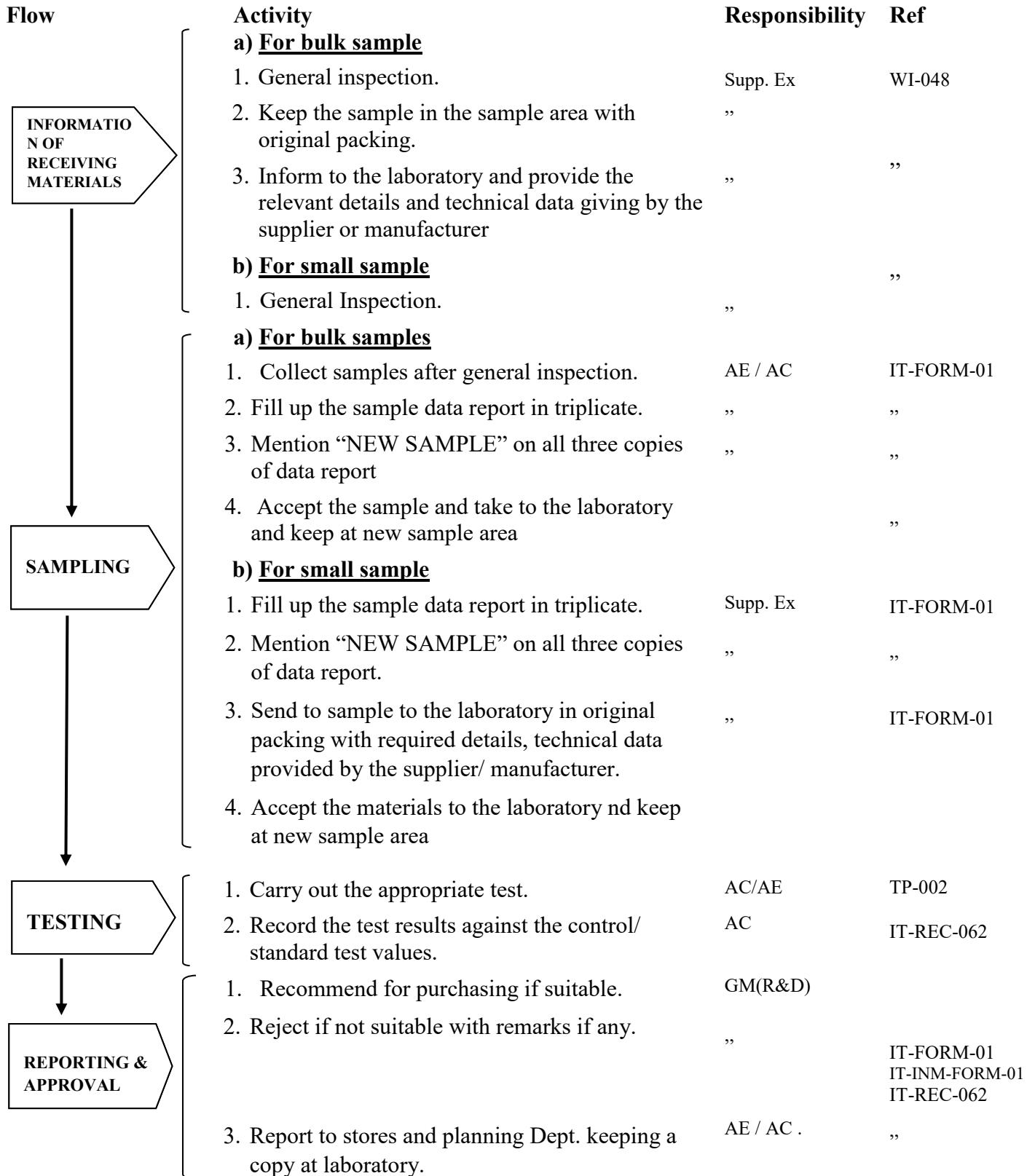
8.1.5 Procedure for locally purchased materials from the approved sources.

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Signature of Management Representative

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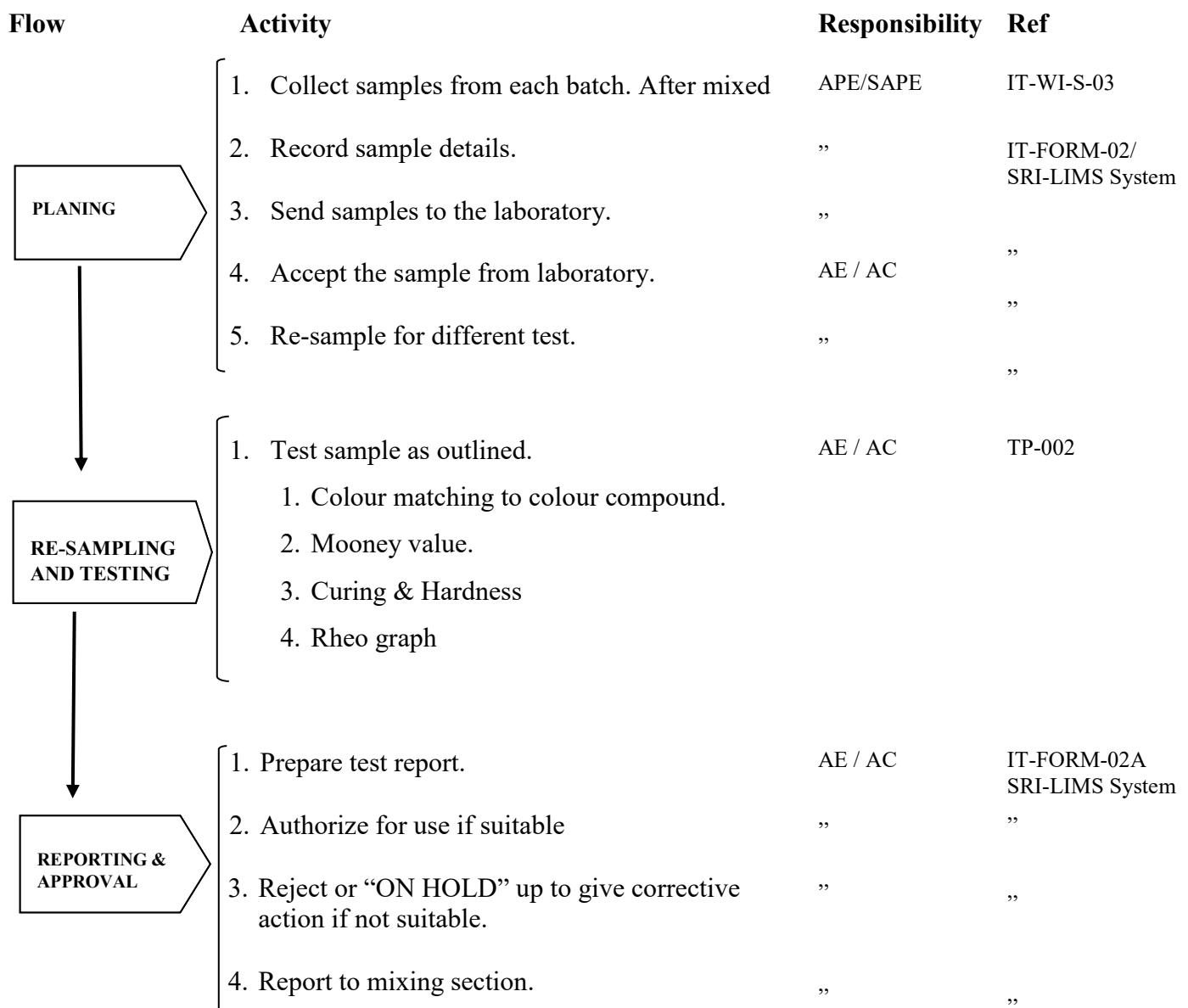
8.1.6 *Procedure for sample quantity of materials from new sources or new materials.*

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Signature of Management Representative

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8.1.7. INSPECTION & TESTING OF INPROCESS MATERIAL**8.1.7.1 Procedure for mixed compound (For quality control purpose)**

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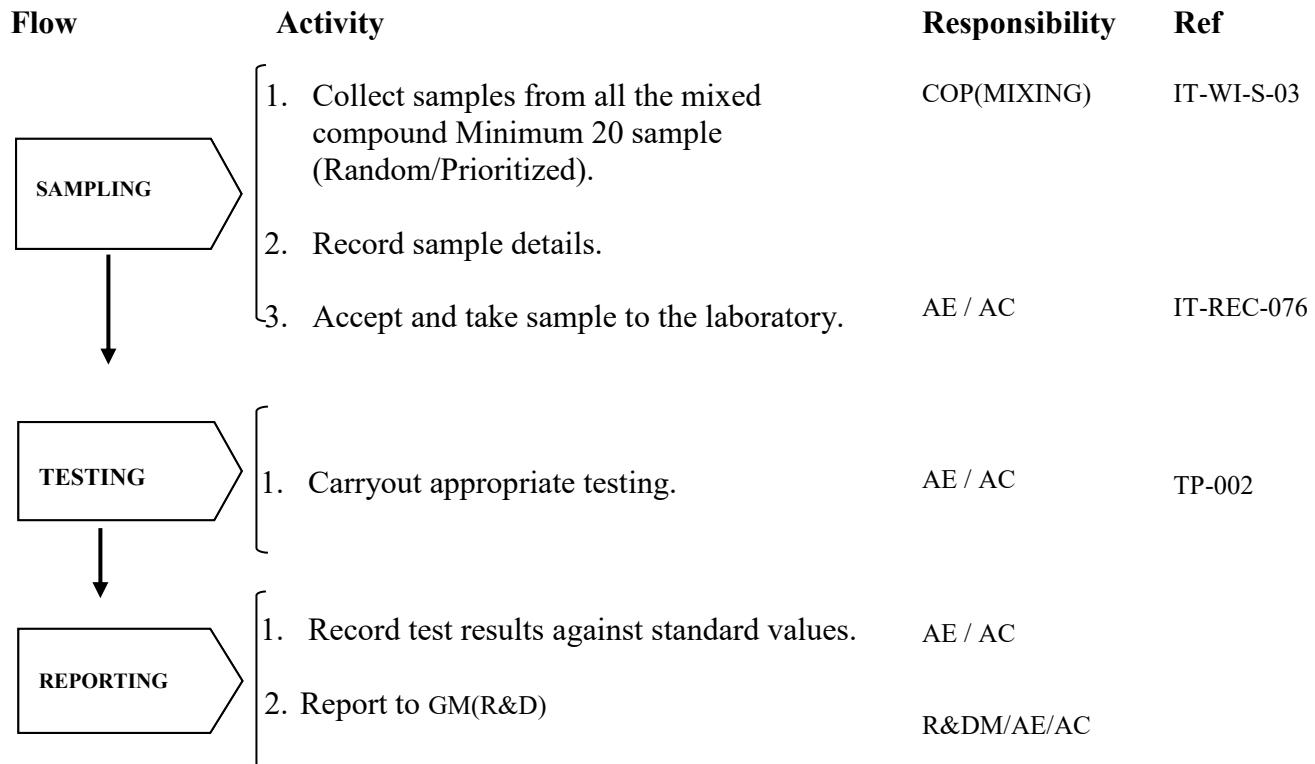
Signature of Management Representative

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8.1.7.2 Procedure for mixed compound (For information and development purpose)



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8.1.9. Use of Alternative Ingredients

When there is a situation, Mixing or Production Process to be continued with the use of alternative chemical to existing compound BOM.

This alternative or temporary change to the BOM shall be completely under R&D laboratory approval.

These situations can be arisen due to unavailability of the chemical of the BOM or alternative solutions to a quality critical problem while in mixing or production operation.

1. COP shall Identify the problem and Discuss with R&D for a alternative solution.
2. R&D shall assess the alternative solution for technical feasibility and economically viability.
3. R&D shall take the decision of approval to the alternative solution and issue a temporary specification.
4. R&D shall inform their decision to Planning, COP, relevant Production, including accounting Dept. through an email.
5. Planning shall then adjust the material change in the “shop order” for material balancing requirement before production commence.
6. Planning shall confirm their action, and communicate to the original email.
7. COP shall coordinate with Production for temporary specification availability, and give awareness to all concerned.
8. COP shall monitor the mixing or production while using the alternative chemical and communicate with R&D laboratory.
9. Accounts dept. shall retain this information on material adjustment, to review the accuracy at physical stock verifications.

8.1.10. NON-CONFORMING SITUATIONS

All non-conforming situations related to Incoming Inspection, In-Process Inspection and Final inspections are managed through the Procedure for Non-conforming Output (QPM-012), and Procedure for Non-conformity & Corrective Action (QPM-013)

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