



QACP 5 - PRODUCT IDENTIFICATION AND TRACEABILITY

PURPOSE:

To ensure that product throughout the quality system has suitable identification and the required traceability.

SCOPE:

Product at all stages in the operations of the Triton Marine Group that support the ability to meet the commitment to quality.

DEFINITIONS:

None

RESPONSIBILITIES:

The General Managers and Department Managers are responsible for ensuring all product within their areas of responsibility is identified and traceability requirements maintained as required.

REFERENCES:

Yellow "CUSTOMER PRODUCT" tag
Red "HOLD" tag
Blue "USED CONDITION" tag



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PROCEDURE:

5.1 Supplies and Materials

- 5.1.1 All purchased supplies and materials used in the processing of product are, where practical, identified by the supplier package label.
- 5.1.2 When the original supplier package label cannot be used, the supplies and materials are clearly identified with their name and/or number.

5.2 Product for Sale

- 5.2.1 Product for sale is stored, where practical, in the original package and identified by product number and, when appropriate, by serial number, on the package.
- 5.2.2 When it is impractical to store product for sale in its original package, the product and/or its location is clearly labeled.
- 5.2.3 Product that has a limited shelf life is clearly identified with the product expiry date.
- 5.2.4 Product that is available for sale but does not meet the manufacturer's original specification is identified with a blue "USED CONDITION" tag.

5.3 Customer Property

- 5.3.1 Customer property is identified by customer name and reference number on a yellow "CUSTOMER PRODUCT" tag attached to the property or to the package containing the property. Customer property is controlled as per QACP 4 (Control of Customer Property Process)

5.4 Nonconforming Product

- 5.4.1 Nonconforming product is identified with a red "HOLD" tag and controlled as per QACP 10 (Control of Nonconforming Product Process).