

Inspection report for production parts

Supplier	
Part number	
Change index	
Part designation	
Purchase order (PO) number	
Quantity inspected	pcs
Quantity delivered	pcs
Set/assemblies	Yes <input type="checkbox"/> No <input type="checkbox"/>

- Scope of inspection:
- 100% (0–2 pcs)
 - 50% (3–5 pcs)
 - 20% (6–50 pcs)
 - 10% (51 pcs or more)

Always conduct final 100% visual inspection before delivery

General inspection criteria:

- Change index checked against purchase order
- Shape and positional tolerances adhered to, verification in record/on drawing
- Machined holes and threads continuous and burr-free (threaded/limit plug gauge)
- Surface(s) and running surface(s) checked for damage
- Send completed inspection record for tolerance classes KL1 and KL2 to gc@steinemann.com
- Parts properly packed and labelled
- Corrosion protection

Tolerance classes:

Tolerance class KL1

Tolerance class KL1 includes shape, position, angle, lengths and diameter tolerances <0.03 mm
Toleranced shaft or machined hole less than class 7 (e.g. <H7/h7)

Tolerance class KL2

Tolerance class KL2 includes shape, position, angle, lengths and diameter tolerances >=0.03 mm
Toleranced shaft or machined hole greater than class 7 (e.g. >=H7/h7)

Tolerance class KL3

The general tolerances for lengths, angles and welded assemblies are defined and binding. These comply with the standards defined in [DIN ISO 2768-1](#) and [DIN ISO 13920-1](#) (see drawing header). As not all components must have equally fine tolerance, there are four classes; see the drawing header for the class to be applied.

Tolerances greater than 0.3 mm that are explicitly indicated are included in this class. In a technical drawing, the general tolerance must be specified and compared with the actual dimension (the value that is actually measured). The applicable standards must also be noted.

Important!
Instruction for sending digitally:

Electronic inspection records for the tolerance classes KL1 and KL2 must be sent beforehand to the email address qc@steinemann.com.

- Designation: PO number_PO number_part number
- Example: 129249_5_7026078

The electronic inspection record (e.g. PDF) must contain one part only.

This means that, for a purchase order (PO) consisting of several parts, one electronic inspection record must be submitted for each part.

An official complaint will be made if no electronic record is submitted.

Important information abouts sets and assemblies

As a general rule, deliveries of assemblies or sets are exempted from the requirement to create an inspection record unless this is explicitly specified and requested by STCH.

However, if defective parts are discovered in a set or assembly, the supplier must, at STCH's request, submit the inspection records for the affected individual parts or components. This step is taken to ensure the quality and conformity of all parts in an assembly or set.

Name of the appraiser(s) : _____

Date: _____

Signature/s : _____

Company stamp:

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