經濟部標準檢驗局登錄生產廠場查檢表

**Checklist for Production Premise Registered by the Bureau of Standards, Metrology and Inspection Ministry of Economic Affairs, Taiwan, R.O.C.**

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| --- | --- | --- | --- | --- | --- |
| 品質管理驗證機構  Quality Management Certification Body |  | | 查核日期  Date of Inspection |  | |
| 受查核生產廠場  Inspected Production  Premise |  | | 品質管理系統驗證之稽核類型  Audit type of Quality management system certification | □評鑑 Assessment  □追查Surveillance | |
| 登錄產品驗證類別  Registered Product Certification Category | □商品驗證登錄  Registration of Product Certification (RPC)  □自願性產品驗證  Voluntary Product Certification (VPC)   |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | |  |  |  |  |  | | | | | |
| 產品驗證識別號碼及驗證證書號碼  The identification number and RPC/VPC certificate number of registered products | ***R*** 、***CI***   |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | |  |  |  |  |  |   ***V*** 、***V*** | | | | |
| 查核項目  Inspection Items | | 觀察紀錄  Observing Records | | | 結果  Results |
| 1. 受查核生產廠場（以下簡稱該廠）是否持續符合ISO 9001系列標準之要求？   Does the production premise (it) continually comply with the requirements of ISO 9001? | |  | | | □是/Yes  □否/No |
| 1. 該廠取得登錄之產品（產品名稱：   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_。  該廠是否已蒐集、持有並維持適用法令、法規及RPC/VPC證書所載適用版次之檢驗標準等文件化資訊？  The registered product(s) of it is (are) \_\_\_\_\_ \_ \_\_\_ \_. Has it collected, kept, and maintained documentary information such as due versions of applicable laws, regulations, directions, inspections standards specified in the RPC/VPC certificates? | |  | | | □是/Yes  □否/No |
| 1. 該廠是否持有取得登錄產品之原型式試驗報告及技術資料？是否依第2項文件化資訊建立並執行適切之產製計畫？   Has it maintained the type-test reports and technical documents of registered products? Has it established and implemented adequate manufacturing plans under Item 2? | |  | | | □是/Yes  □否/No |
| 1. 該廠是否已依第2項文件化資訊建立並執行適切的檢驗計畫？是否能維持後續生產產品品質與原登錄產品檢驗標準要求內容相符合？或是否採取有其他可確保產品符合檢驗標準之方式?   Has it established and implemented the testing plans under Item 2? Has it maintained the quality of the follow-up products consistent with the originally registered product? Or has it taken other way to ensure the follow-up products meet inspection standards? | |  | | | □是/Yes  □否/No |
| 1. 該廠是否能保存已取得產品驗證之產製過程或品質管理運作等相關文件化資訊？   Has it been able to save relevant documentary information such as production process or quality management operation of the registered products? | |  | | | □是/Yes  □否/No |
| 1. 該廠是否已依規定於產品本體上標示商品安全標章 + 識別號碼Rxxxxx或自願性產品驗證標誌 + 識別號碼Vxxxxx ? 是否能依RPC/VPC證書登錄範圍正確使用?   Has it applied the product safety marks with identification numbers or VPC mark with identification numbers on the products itself as required? Has it been able to use those identification numbers correctly to match with that on the RPC/VPC certificate? | |  | | | □是/Yes  □否/No |
| 查核人員簽章：  Inspector Signature: | | 受查核生產廠場代表簽章：  Representative of Inspected Production Premise Signature: | | | |
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**填表說明/Explanation**

1. 對生產廠場之稽核如為重新驗證，請勾選**評鑑**，如為後續維持驗證請勾選**追查**。

In case that audit for a production premise is the recertification, please click on the **“assessment”**. For maintaining certification, please click on the **“surveillance”**.

1. 請依受查核生產廠場取得本局登錄之產品驗證類別勾選**商品驗證登錄**或**自願性產品驗證**。

Please select the registered product certification category of the production premiseas **“RPC”** or “**VPC”** according to actually condition from BSMI.

1. 請列出受查核生產廠場取得產品驗證(RPC/VPC)之**識別號碼**(Rxxxxx或Vxxxxx)及**所有驗證證書號碼**(CIxxxxxxxxxxxx或Vxxxxxxxxxxxx)，或另以清冊方式呈現。

Please list **“the identification number”** (Rxxxxx or Vxxxxx)and **“all the RPC/VPC certificate number of registered products”** (CIxxxxxxxxxxxx or Vxxxxxxxxxxxx) of the production premise or make other inventory.

1. 查核項目第1項：除描述該次ISO 9001整體稽核結果外，並請說明受查核生產廠場之**ISO 9001證書效期**、**證書編號**及**證書登錄內容**(包括是否異動)等資訊。

Inspection item 1: In addition to the description of the overall audit results, please indicate the actual information such as the **“expiry date”**, **“registration number”** and **“scope”** (including the scope changes or not) of ISO 9001 certificate.

1. 查核項目第2項：請列出受查核生產廠場已取得RPC/VPC證書之**所有產品名稱**，並說明該生產廠場如何取得適用法令或檢驗標準等資訊，及確認其與RPC/VPC證書之相符性。

Inspection item 2: Please list **“all the products”** of which the production premise has obtained the RPC/VPC certificate, explain how the production premise obtains information such as applicable laws, regulations, directions or inspections standards and check its compliance with RPC/VPC certificates.

1. 查核項目第3項：請說明受查核生產廠場如何維持驗證產品之原型式試驗報告與技術資料，及如何結合第2項所取得資訊運用於產製計畫訂定及實際生產過程。

Inspection item 3: Please indicate how the production premise maintains the type-test reports and technical documents of registered products, and how to use the information obtained in item 2 for the production planning and actual production process.

1. 查核項目第4項：請說明受稽核生產廠場如何結合第2項所取得資訊運用於產品檢驗計畫訂定及執行，及如何確認產品與原登錄產品品質一致。倘受查核生產廠場未能建立或執行檢驗計畫時，採取何種措施以確保產品符合檢驗標準(如定期委外進行測試)。

Inspection item 4: Please indicate how the production premise use the information obtained in item 2 for the product testing planning and implement it, and how to confirm that the product is consistent with the original registered product quality. If the production premise dose not establish or implement a testing plan, what measures are taken to ensure that the product complies with the inspection standards (such as regular outsourcing testing)?

1. 查核項目第5項：請說明受查核生產廠場如何保存產品產製過程資料或品質管理紀錄，以展現相關作業符合性。

Inspection item 5: Please explain how the production premise preserves production process data or quality management records to demonstrate relevant operation compliance.

1. 查核項目第6項：請**抽查**受查核生產廠場XXX產品型號之商品安全標章或自願性產品驗證標誌(含識別號碼)實際使用情形，並描述其與RPC/VPC證書之相符性。

Inspection item 6: Please “**sample**” the product model XXX from the production premise, check the product safety marks with identification numbers or VPC mark with identification numbers, and descript the consistency with the RPC/VPC certificate.

1. 查核結果如有勾選**否**之項目，請額外說明是否已開列為品質管理驗證之不符合/觀察事項，並說明如何要求受查核生產廠場後續處理。

If there is an inspection item clicked on “**No**”, please indicate whether it has been listed as a nonconformity/observation for quality management certification, and explain how to request the production premise to perform follow-up actions.