

**PURPOSE:**

Quality Control is a major method of providing process control within DEACOM. Quality Control is an optional feature with a wide array of applications ranging from completely turned off to extremely strict requirements and is established on an item by item basis. Quality Controls Tests are required to do QC testing.

In DEACOM, the process managing quality control is handled via Quality Control Groups, which are composed of multiple Quality Control Tests. Once Quality Control Groups have been created, they are assigned to production formulas (bill of materials) to support quality testing in the production process or to item master records to support quality testing upon the receipt or return of item lots.

**PROCESS STEPS:*****Creating Quality Control Tests***

1. Navigate to Inventory > Inventory Maintenance > Quality Control Tests
2. Click the "New" button to display the "Edit Quality Control Test" form.
3. Enter a name in the "Name" field. All other fields on the form are optional.
4. Once all the information is complete, click the "Save" and "Exit" button to complete the process.

***Creating Quality Control Groups***

1. Navigate to Inventory > Inventory Maintenance > Quality Control Groups.
2. The "Quality Control Groups" form, which contains a list of quality groups available in the system, will be displayed.
3. Click the "Add New" button to display the "Edit Quality Control Group" form.
4. Enter a name for the group in the "QC Group Name" field.
5. The "Active" box will be checked by default and should be left this way to ensure the group can be used in the system.
6. Check any additional boxes that are required on the "Edit Quality Control Group" form.
7. Click on the "Add" button to display the "Edit Quality Control Item" form where individual QC tests and test parameters are entered. Note: Users may also use the "Same As" button in situations where a new QC Group will have QC Tests similar to existing ones. Once the QC Tests from the other QC Group have been copied, users may go back and modify individual test settings appropriate for the new group.
8. Fill in the required fields, marked in blue, any additional fields or parameters as required on the "Edit Quality Control Item" form. Additional information regarding the fields available are included in the "Edit Quality Control Item" form encyclopedia section.
9. Once all additions have been made, click the "Save" and "Exit" button to commit the changes and add the QC Test to the QC Group.
10. Repeat steps 7-9 for any additional QC Tests that need to be added.
11. Once all additions/changes have been made click the "Save" and "Exit" buttons on the "Edit Quality Control Group" form to complete the process of creating a new QC Group.

***Assigning Quality Control Groups to Item Masters***

1. Navigate to Inventory > Item Master Management.
2. Select the appropriate part in the "Part Number" field and click the "Modify" button to display the "Edit Item Master" form.
3. Click the "QC/Stability Tests" tab.
4. Click the plus sign to display the "Edit QC/Stability Tests" form.
5. Select a QC Group from the "QC Group" look up.
6. Select a "Frequency Type" and enter a value in the "Frequency" field.
7. Once all the information is complete, click the "Save" and "Exit" buttons.
8. If necessary, additional QC Groups may be assigned by repeating steps 4-7.



## QC Test/Group Configuration

SOP 209

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9. Once complete, click the "Save" button on the "Edit Item Master" form to complete the process.

### REVISIONS

Rev	Date	Change
I/R	03/13/2018	New
A	3/20/18	Button names, Formatting