



DFC-LT-08 · Short, repeated checks of high-risk process steps, run by every layer of leadership.

The point is frequency, not depth. Ten questions, ten minutes, at the process, by the layer named. A Fail is not a failure of the operator — it is a finding against the standard, and it needs an action before the next audit.

AREA / PROCESS	AUDITOR	LAYER
DATE	SHIFT	START / END TIME

#	Audit question	Layer	Result	Finding — what you saw	Corrective action	Owner	Due	Status
1	Is current standard work posted at the station and legible?	Team lead · Daily						
2	Is the operator working to the posted sequence and cycle?	Team lead · Daily						
3	Are the correct gauges present, in calibration and in use?	Team lead · Daily						
4	Is the first-piece check recorded for this run?	Team lead · Daily						
5	Are error-proofing devices present, functional and verified today?	Supervisor · Weekly						
6	Is nonconforming material segregated, labeled and controlled?	Supervisor · Weekly						
7	Are the last three abnormalities logged with a response?	Supervisor · Weekly						
8	Is the changeover run to the documented setup sheet?	Supervisor · Weekly						
9	Are open actions from the last audit closed on time?	Manager · Monthly						
10	Does the team know the top defect in this area and its countermeasure?	Manager · Monthly						
	AUDIT RESULT			0 finding(s) to action				

Escalation: any repeat Fail on the same question in two consecutive audits goes to the next layer up, same day.



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LPA Schedule

Layer 1 audits daily, layer 2 weekly, layer 3 monthly. Put a planned mark in, then initial it when the audit actually happened — the gap between the two is the real story.

[illegible]