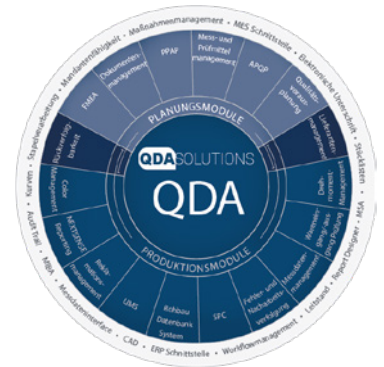


## QMS CONTROL TOOLS

Manage the QDA QMS system with configured controls to increase visibility, security and eliminate audit risk.

Take full control of your QDA Quality Management System (QMS) with administrative tools that ensure visibility to critical actions made within the system and adherence to electronic signature regulation. QMS control tools deliver an increased level of confidence and regulation to ensure that your quality system and processes are in control and well managed.



**Audit Trail** | Historical log of system actions and user access records

The Audit Trail records critical actions taken within the QDA system. Easily filter and sort records to research and pinpoint critical changes within the system and understand potential impacts. Key record information is automatically captured for each critical action including; date stamp, user id, station id, change definition and user comments.

Critical actions include:

- Edit or release of an inspection plan
- Access privilege 'granted' or 'denied'
- User login or log off
- Changes made to documents

No.	Date	Entry Description	Comments1	Comments2	Comments3	Users	Station	Comments4	Administrator
43	06.03.2018 12:36:31	Inspection Plan Released	Inspection Plan: OFC	Change Level: 5		Admin	PALBERT-W10		<input type="checkbox"/>
42	06.03.2018 12:35:12	Inspection Plan in Edit Mode	Inspection Plan: OFC			Admin	PALBERT-W10		<input type="checkbox"/>
41	06.03.2018 12:34:20	Measurement deleted	425			Admin	PALBERT-W10		<input type="checkbox"/>
40	06.03.2018 12:33:43	Inspection Plan Released	Inspection Plan: OFC	Change Level: 4		Admin	PALBERT-W10		<input type="checkbox"/>
39	06.03.2018 12:32:53	Inspection Plan in Edit Mode	Inspection Plan: OFC			Admin	PALBERT-W10		<input type="checkbox"/>
38	06.03.2018 12:31:51	Measurement deleted	420			Admin	PALBERT-W10		<input type="checkbox"/>
37	06.03.2018 12:26:23	Inspection Plan Released	Inspection Plan: OFC	Change Level: 4		Admin	PALBERT-W10		<input type="checkbox"/>
36	06.03.2018 12:26:12	Inspection Plan in Edit Mode	Inspection Plan: OFC			Admin	PALBERT-W10		<input type="checkbox"/>
35	06.03.2018 12:26:05	Interface Configuration Released	3	OFC fast		Admin	PALBERT-W10		<input type="checkbox"/>
34	06.03.2018 12:22:09	Measurement deleted	285			Admin	PALBERT-W10		<input type="checkbox"/>
33	06.03.2018 12:12:55	Inspection Plan Released	Inspection Plan: OFC	Change Level: 4		Admin	PALBERT-W10		<input type="checkbox"/>
32	06.03.2018 12:11:32	Inspection Plan in Edit Mode	Inspection Plan: OFC			Admin	PALBERT-W10		<input type="checkbox"/>
31	06.03.2018 11:51:33	Statistical Methods	Changed	Standard		Admin	PALBERT-W10		<input type="checkbox"/>

Benefits:

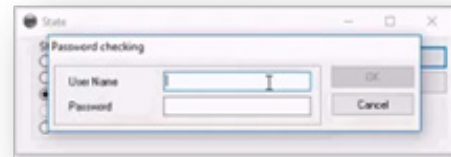
- Eliminates guesswork and research time to identify changes and potential issues
- Provides simple filter and sorting functionality to identify impacts
- Identifies changes and actions by station, date, and user
- Verifies each change with time stamp
- Tracks user access (login/out)
- Export records to Excel

## Electronic Signature | Four eyes principle authorization

The Electronic Signature tool ensures that orders, procedures and documentation are controlled by digitally encrypting an authorized signature at each required stage.

In compliance with the four eyes principle, the tool restricts authorized users to one stage approvals (i.e. editing, approval, released and locked). The automated electronic signature control eliminates the need for manual monitoring, the potential of human error, and the requirement of hard copy documentation.

Electronic Signature is available in QDA Document Management, SPC, Gage and Tool Management, Incoming and Outgoing Inspection, LIMS and the MSA module. These modules can be equipped with the electronic signature tool to control changes to documents, inspection plans and to release orders. Individually configure each QDA module and sub section for individual user rights and authorization.



Authorized users enter username and password to complete the electronic signature process.

Process-Actions	Process-Actions	Electronic Signature
Tol	* Triggered by Critical, Major and Minor Failure *	Triggered by Critical, Major and Minor Failure
CL	Triggered by Very Critical Failures	Triggered by Very Critical Failures
Run	No Trigger	No Trigger
Trend	No Trigger	No Trigger
Middle-Third	No Trigger	No Trigger
Stability Tests	No Trigger	No Trigger
Attribute	Triggered by Critical, Major and Minor Failure	No Trigger

Apply Electronic Signatures rules to stop 'out of tolerance' parts based on failure level. Authorized supervisor is automatically notified, and signature is required.

#	Order	Part	Inspection Plan	Change	State	Decision	Created
1	1000-001-001	General Eye Bolt Pin	General Eye Bolt Pin	0	Approved/Released		28-02-2016 09:50:32
2	1000-001-001	Bolt	Bolt	0	Approved/Released		21-04-2016
3	1000-001-001	Engine	Engine	0	In Progress		03-03-2016
4	1000-001-001	General Bolt	General Bolt	0	Approved/Released		21-04-2016
5	1000-001-001	General Eye Bolt	General Eye Bolt	0	Approved/Released		21-04-2016
6	1000-001-001	General Eye Bolt Nut	General Eye Bolt Nut	0	Approved/Released		21-04-2016
7	1000-001-001	General Eye Bolt Pin	General Eye Bolt Pin	0	Approved/Released		21-04-2016
8	1000-001-001	General Flange	General Flange	0	Approved/Released		24-04-2016
9	1000-001-001	Harap Wheel	Harap Wheel	0	In Progress		24-04-2016
10	1000-001-001	Harap Wheel Nut	Harap Wheel Nut	0	In Progress		24-03-2016
11	1000-001-001	OPC	OPC	0	In Progress		24-03-2016
12	1000-001-001	Parking Nut	Parking Nut	0	Approved/Released		21-04-2016
13	1000-001-001	Seat	Seat	0	Approved/Released		24-04-2016
14	1000-001-001	Seat Ring	Seat Ring	0	Approved/Released		24-04-2016
15	1000-001-001	Shim	Shim	0	Approved/Released		24-04-2016
16	1000-001-001	Tool	Standardized Tool	0	In Progress		24-03-2016
17	1000-001-001	Value	Value	0	In Progress		24-03-2016
18	1000-001-001	Value Body	Value Body	0	In Progress		24-04-2016
19	1000-001-001	Value Bracket	Value Bracket	0	Approved/Released		24-04-2016
20	1000-001-001	Washer	Washer	0	Approved/Released		21-03-2016

Each module and subsection have an electronic signature audit table to quickly identify the changes and status of a project.

## STANDARD COMPATIBLE | Conforms to AIAG, VDA 6.2 and IATF 16949

### TOP REASONS TO IMPLEMENT CONTROL TOOLS

1. **Audit Risk Reduced** – visibility to critical actions and adherence to electronic signature
2. **Administration Efficiency** – eliminates manual monitoring, human error and documentation
3. **Enhanced Security** – configure user rights, access and authorization for system use
4. **Manage Compliance** – complies with AIAG, VDA 6.2 and IATF 16949 standards
5. **Integrated Quality** – seamless QMS integration ERP and MES systems



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