

**G.W.LISK CO., INC.**  
**INITIAL SAMPLE INSPECTION REPORT REQUIREMENTS**

All suppliers of tooling controlled parts must submit an ISIR sample inspection to G. W. Lisk Co. taken from new production ready tooling. The tooling will not be approved by G. W. Lisk for production, nor payment made, until the ISIR sample has been approved.

- Using the drawing specified on the Purchase Order submit, with a sample part(s), a complete layout inspection report and other applicable data, such as SPC data, as required. The sample part submitted must be the same part used to prepare the layout. **May use QC2282-1, in the absence of SPC Software.**
- A print shall be marked showing each dimension or specification as it appears on the layout report. This marked print shall be submitted to G.W. Lisk along with the inspection layout report.
- If multiple tools, mold cavities or patterns are used a sample part and layout report must be submitted for each tool, cavity or pattern. Under certain conditions this requirement may be modified or waived at the discretion of GWL.
- The date and signature of the supplier's Quality Control Manager, or equivalent, must appear on each page of the layout report, certifying that all characteristics conform to requirements.
- Any non-conforming characteristics shall be circled on the report. It is mandatory that all drawing requirements be met, or waived in advance, in writing, on a GWL Sourced Material Waiver, Form #QC2029-1.
- All parts submitted for ISIR approval shall be individually tagged and the shipping container shall have an "ISIR Sample" label affixed to the outside. If not supplied with the Purchase Order, tags and labels are available from GWL Quality Engineering.

If a supplier lacks the facilities required to perform a complete inspection, they shall make arrangements for this to be accomplished by a reliable source outside their facility. If the supplier needs assistance in completing the required inspection they shall request guidance from GWL Quality Engineering.

Printed copies of this procedure are considered UNCONTROLLED. Therefore, when referring to a printed copy for instruction, know that the revision of that printed copy may not be current and must be verified against the CONTROLLED version (located on the Company Intranet) prior to use.

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