

**Aravali College of Engineering and Management, Faridabad**

**Internal Quality Assurance Cell**

**5S Audit Status**

<b>Department :</b> Electronics and Communication Engineering	<b>Audit Date:</b> 08/08/25	<b>HOD Name:</b> Dr. Alok Agarwal
<b>lab/workshop Name :</b>	<b>Audit Time:</b> 2:35 PM	<b>Responsible Person:</b> Mr. Nishu
<b>1st Auditor Detail:</b> MR. PARUL KUMAR (HOD ME)		
<b>2nd Auditor Detail:</b> Dr. Ashif Ali (HOD, CSE)		

Area	5S Category	Checklist Item	Status	Remarks
ECE Labs	Sort (Seiri)	Remove obsolete electronic components	PARTIAL	
		Dispose of damaged circuit boards and ICs	OK	
		Clear out expired chemicals and solvents	N.A	
		Remove non-functional test equipment	OK	
		Eliminate redundant cables and connectors	OK	
	Set in Order (Seiton)	Organize components in labeled storage bins	PARTIAL	
		Arrange test equipment logically	OK	
		Create designated areas for different voltage levels	N.A	
		Implement cable management systems	OK	
		Set up proper ESD protection zones	OK	
	Shine (Seiso)	Clean all electronic equipment regularly	OK	
		Maintain dust-free environment	OK	
		Keep work surfaces static-free and clean	OK	
		Calibrate and clean test instruments	OK	
		Ensure proper ventilation system maintenance	OK	
	Standardize (Seiketsu)	Establish component handling procedures	REQUIRED	
		Create safety protocols for electrical work	REQUIRED	
		Implement inventory management standards	OK	
		Set equipment calibration schedules	REQUIRED	
		Define workspace organization standards	REQUIRED	
Conduct weekly lab inspections		OK		
Sustain (Shitsuke)	Train students on proper lab etiquette	OK		
	Maintain equipment usage logs	REQUIRED		
	Review safety procedures monthly	PARTIAL		
	Implement continuous improvement suggestions	N.A.		

*Alok*  
HOD Signature

1st Auditor Signature  
2nd Auditor Signature *Parul*

Analog Electronics Lab (R.N.-217)

Aravali College of Engineering and Management, Faridabad

Internal Quality Assurance Cell

5S Audit Status

Department : Electronics and Communication Engineering		Audit Date: 08/08/25	HOD Name: Dr. Alok Agarwal	
lab/workshop Name :		Audit Time: 2:40 PM	Responsible Person: Mrs. Sapna	
1st Auditor Detail: Dr. Ashif Ali (HOD, CSE)				
2nd Auditor Detail: Mr. Parveen Kumar (HOD ME)				
Area	5S Category	Checklist Item	Status	Remarks
ECE Labs	Sort (Seiri)	Remove obsolete electronic components	OK	
		Dispose of damaged circuit boards and ICs	OK	
		Clear out expired chemicals and solvents	PARTIAL	
		Remove non-functional test equipment	OK	
		Eliminate redundant cables and connectors	PARTIAL	
	Set in Order (Seiton)	Organize components in labeled storage bins	PARTIAL	
		Arrange test equipment logically	PARTIAL	
		Create designated areas for different voltage levels	N.A.	
		Implement cable management systems	REQUIRED	
		Set up proper ESD protection zones	N.A.	
Shine (Seiso)	Clean all electronic equipment regularly	OK		
	Maintain dust-free environment	OK		
	Keep work surfaces static-free and clean	OK		
	Calibrate and clean test instruments	OK		
	Ensure proper ventilation system maintenance	OK		
Standardize (Seiketsu)	Establish component handling procedures	REQUIRED		
	Create safety protocols for electrical work	REQUIRED		
	Implement inventory management standards	OK		
	Set equipment calibration schedules	REQUIRED		
	Define workspace organization standards	REQUIRED		
Sustain (Shitsuke)	Conduct weekly lab inspections	OK		
	Train students on proper lab etiquette	OK		
	Maintain equipment usage logs	REQUIRED		
	Review safety procedures monthly	PARTIAL		
	Implement continuous improvement suggestions	N.A.		

*(Signature)*

HOD Signature

*(Signature)*

1st Auditor Signature

2nd Auditor Signature

B.E.T. Lab. (Basement)

Aravali College of Engineering and Management, Faridabad

Internal Quality Assurance Cell

5S Audit Status

Department : Electronics and Communication Engineering		Audit Date: 8/8/25	HOD Name: Dr. Alok Agarwal	
lab/workshop Name :		Audit Time: 2:50 PM	Responsible Person: Mr. Shweta	
1st Auditor Detail: Dr. Ashif Ali (MOD, CSE)				
2nd Auditor Detail: Mr. Parveen Kumar (HOME)				
Area	5S Category	Checklist Item	Status	Remarks
ECE Labs	Sort (Seiri)	Remove obsolete electronic components	OK	
		Dispose of damaged circuit boards and ICs	OK	
		Clear out expired chemicals and solvents	N.A.	
	Set in Order (Seiton)	Remove non-functional test equipment	OK	
		Eliminate redundant cables and connectors	OK	
		Organize components in labeled storage bins	OK	
		Arrange test equipment logically	OK	
	Shine (Seiso)	Create designated areas for different voltage levels	REQUIRED	
		Implement cable management systems	OK	
		Set up proper ESD protection zones	OK	
Clean all electronic equipment regularly		OK		
Maintain dust-free environment		OK		
Keep work surfaces static-free and clean		OK		
Standardize (Seiketsu)	Calibrate and clean test instruments	OK		
	Ensure proper ventilation system maintenance	OK		
	Establish component handling procedures	REQUIRED		
	Create safety protocols for electrical work	REQUIRED		
Sustain (Shitsuke)	Implement inventory management standards	OK		
	Set equipment calibration schedules	REQUIRED		
	Define workspace organization standards	REQUIRED		
	Conduct weekly lab inspections	OK		
	Train students on proper lab etiquette	OK		
	Maintain equipment usage logs	REQUIRED		
	Review safety procedures monthly	PARTIAL		
	Implement continuous improvement suggestions	N/A.		

  
HOD Signature

1st Auditor Signature

2nd Auditor Signature

  


Workshop (R.N.-315)

Aravali College of Engineering and Management, Faridabad

Internal Quality Assurance Cell

5S Audit Status

Department : Electronics and Communication Engineering	Audit Date: 08/08/25	HOD Name: Dr. Alok Agarwal
lab/workshop Name : Dr. Ashif Ali	Audit Time: 2:30 PM	Responsible Person: Ms. Remy

1st Auditor Detail: Dr. Ashif Ali

2nd Auditor Detail: Mr. Fardeen Kumaar (NODME)

Area	5S Category	Checklist Item	Status	Remarks
ECE Labs	Sort (Seiri)	Remove obsolete electronic components	OK	
		Dispose of damaged circuit boards and ICs	OK	
		Clear out expired chemicals and solvents	N.A.	
		Remove non-functional test equipment	OK	
		Eliminate redundant cables and connectors	OK	
	Set in Order (Seiton)	Organize components in labeled storage bins	PARTIAL	
		Arrange test equipment logically	OK	
		Create designated areas for different voltage levels	OK	
		Implement cable management systems	OK	
		Set up proper ESD protection zones	OK	
Shine (Seiso)	Clean all electronic equipment regularly	OK		
	Maintain dust-free environment	OK		
	Keep work surfaces static-free and clean	OK		
	Calibrate and clean test instruments	OK		
	Ensure proper ventilation system maintenance	OK		
Standardize (Seiketsu)	Establish component handling procedures	ACQUIRED		
	Create safety protocols for electrical work	ACQUIRED		
	Implement inventory management standards	OK		
	Set equipment calibration schedules	ACQUIRED		
	Define workspace organization standards	ACQUIRED		
Sustain (Shitsuke)	Conduct weekly lab inspections	OK		
	Train students on proper lab etiquette	OK		
	Maintain equipment usage logs	ACQUIRED		
	Review safety procedures monthly	PARTIAL		
	Implement continuous improvement suggestions	N.A.		

*Ashif Ali*

HOD Signature

*Fardeen*

1st Auditor Signature

2nd Auditor Signature



Aravali College of Engineering and Management, Faridabad

Internal Quality Assurance Cell

5S Audit Status

Department : Electronics and Communication Engineering		Audit Date: 08/08/25	HOD Name: Dr. Alok Agarwal	
lab/workshop Name :		Audit Time: 9:10 PM	Responsible Person: Mr. Sureshendra Singh	
1st Auditor Detail: Mr. PARVEEN KUMAR (NOD ME)				
2nd Auditor Detail: Dr. ASHRAF ALI (NOD, CSE)				
Area	5S Category	Checklist Item	Status	Remarks
ECE Labs	Sort (Seiri)	Remove obsolete electronic components	OK	
		Dispose of damaged circuit boards and ICs	OK	
		Clear out expired chemicals and solvents	N.A.	
		Remove non-functional test equipment	OK	
		Eliminate redundant cables and connectors	Required	
	Set in Order (Seiton)	Organize components in labeled storage bins	PARTIAL	
		Arrange test equipment logically	OK	
		Create designated areas for different voltage levels	N.A.	
		Implement cable management systems	Required	
		Set up proper ESD protection zones	OK	
Shine (Seiso)	Clean all electronic equipment regularly	OK		
	Maintain dust-free environment	OK		
	Keep work surfaces static-free and clean	OK		
	Calibrate and clean test instruments	OK		
	Ensure proper ventilation system maintenance	OK		
Standardize (Seiketsu)	Establish component handling procedures	Required		
	Create safety protocols for electrical work	Required		
	Implement inventory management standards	OK		
	Set equipment calibration schedules	Required		
Sustain (Shitsuke)	Define workspace organization standards	Required		
	Conduct weekly lab inspections	OK		
	Train students on proper lab etiquette	OK		
	Maintain equipment usage logs	Required		
	Review safety procedures monthly	PARTIAL		
		Implement continuous improvement suggestions	N.A.	

*(Signature)*

HOD Signature

*(Signature)*

1st Auditor Signature

2nd Auditor Signature