| | Location: Mohammad Abubakar Atiq, F2022031002, BSIE | | Date: | 26th March | , 2024, Tueso | lay |
|---------|--|-----------|-----------|------------|---------------|-------------------------|
| Sr# | Process Description | Storage | Operation | Delay | Transport | Inspection |
| (a,b,c, | | |) | | 7 | |
| etc are | Consider a techician in your oil shop in your shop of your toyota coralla 1.6 CVT, you need to study your | | () | | | |
| the sub | techinican processing in order to optimized labor utilization. Air filter or oil change. | | | | _ | |
| orocess | technical processing in order to optimized labor utilization. All little of on change. | | | | | |
| es) | | | | | | |
| | Air Filter Replacement Process: | | | | | |
| | Air filters are stored in a designated area within the shop. | Ø | | | | |
| | Organize them by type and model for easy retrieval. | <u> </u> | | | | |
| | Proper storage ensures quick access during replacements. | Ø | | | | |
| | The technician performs the replacement using appropriate tools. Steps involved: Inspection: Regularly check the air filter for dirt, debris, or damage. | | <u> </u> | | | |
| | Removal: If replacement is needed, remove the old filter. | | N N | | | |
| | Replacement: Install a new air filter securely. | | <u>A</u> | | | |
| 2-е | Verification: Ensure proper placement and attachment. | | Ø | | | |
| | Documentation: Record the replacement in maintenance logs. | | Ø | | | |
| | Delays may occur due to: | | | Ø | | |
| | Waiting for the correct filter (if not readily available). | | | Ø | | |
| | Technician inavailability | | | Ø | | |
| 4-a | The technician retrieves the filter from storage. | | | | \square | |
| 4-b | Efficient transport minimizes downtime. | | | | Ø | |
| 5-a | The technician inspects the new filter for defects before installation. | | | | | \square |
| 5-b | Ensures quality and proper functioning. | | | | | \square |
| | Oil Change Process: | | | | | |
| 1-a | Store oil efficiently to reduce space requirements. | \square | | | | |
| | Organize oil containers by type and viscosity | <u> </u> | | | | |
| | Efficiently drain and refill oil. | | Ø | | | |
| 2-b | Train technicians to follow precise steps for oil changes. | | <u> </u> | | | |
| 3-a | Minimize customer waiting time. | | _ | Ø | | |
| | Plan oil changes based on manufacturer recommendations. | | | <u> </u> | | |
| | Move oil containers from storage to the service area. | | | | Ø | |
| | Keep oil storage near the service bay. | | | | <u> </u> | |
| | Ensure correct oil type and proper quantity. | | | | | $\overline{\mathbf{Z}}$ |
| | | | | | | <u> </u> |
| 5-b | Verify oil level and quality. | | | | | <u> </u> |
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Prepared By: Check By: Verify By: