## **3** MAJOR KADAI & PREPARATION OF 3 SHIFTS PREPARATION

## 3.1 MAJOR KADAI OF 3 SHIFTS PREPARATION

No	Div	Kadai	Strategy	Task leader	Sub-committee
1	Safety	Accident may increase after applying 3 shift	Promote 5KPI of walking rule, 5S & daily safety process observation	Safety	Manufacturing
2	Manufacturing	1. Man power : Training for new member : ~ 500 persons Training for suppervisor	Forming mbr -> Priority & Selection mbr -> Balancing mbr among each shifts	Manufacturing	Human Resources
		2. Mainternance & cleanning  No time for Preventive  Mainternance at weekend	Shorten PM & Cleanning leadtime by improve Mainternance enviroment & cleanning method  Weekend  Weekend  Weekday  Weekday  (Arrange 1 SAT 3rd OFF / month for cleanning)		
1.3	Human Resources	<ol> <li>Short lead time to hire new member</li> <li>Resignation follow up</li> </ol>	Mobilize all sources (vendor, school, TMV,) -> Qualify & enough candidate -> Training & OJD -> Retaining mbr	Human Resources	Manufacturing
4	Administration (GA)	Canteen, Car / motobike packing, commuter, locker,	Short term : Re-arrangement operations  Long term : Construct new	Administration (GA)	Manufacturing