



	Activity	Responsibility	Production
PLAN	Receive defective tooling from production with <u>Breakdown/ Mnt. slip</u> Analyze the tool defects and decide parts to be replaced or repaired. Record in <u>Tool breakdown/ Mnt. Reg.</u>	Incharge- Tool Room	Forward defective tool and details to tool room. provide last piece sample to tool room.
DO	Decide all needed parts for repair of the tool and purchase the same . As needed do the m/cining. Assemble the parts in the defective tool.	Incharge- Tool Room Die maker	
CHECK	Take tool trial on a machine in presence of production/QA supervisor at respective plant .	Incharge- Tool Room	Ensure proper working of the repaired tool.
ACT	If needed correct further defect noticed during trial. If trial is OK then handover the tool to the production person with <u>Delivery challan</u> (DC). Record details of tool receipt , work done , parts replaced and tool return in <u>Tool breakdown/Mnt. Reg.</u> Record completion time . Maintain tool breakdown history for each tool , in tool history card & Corrective action taken.	Incharge- Tool Room Incharge- Tool Room	

Note - Underlined text above indicates documents & records.

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