

	KALE GROUP OF INDUSTRIES		PROCEDURE- TOOL MANUFACTURING	
	Marketing / Customer	Activity	Responsibility	
PLAN	Inform customer approval for tool mfg. Forward PO to Tool room	Prepare <u>tool mfg. schedule</u> . Plan the procurement of raw material as per sizes and material grade as per BOM on drawing . Study all drawings to be suitable for manufacturing the tool. Plan the procurement of raw material as per sizes and material grade as per BOM on drawing .	Design Engineer	
DO		Release purchase order of raw material and spares required for tool , send it for authorization. Send PO to supplier & receive the raw material . Do all the machining work , hardening process, wire cut & other required process , inhouse or outsourced. Update and forward the tool mfg. schedule to mktg. as required . Complete the tool assembly procees when all parts are available .	Incharge- Tool Room Incharge- Tool Room Incharge- Tool Room	
CHECK	Check that tool made as per design.	Conduct tool trial . Check all the stoppers provided, component dimensions as per drawing and burr free. Check that tool is made as per drawing.	Incharge- Tool Room	
ACT		If needed correct any defect in tool ; noticed during trial. If any changes are done in tool record the same on drawing soft copy and amend the rev. no. Provide the tool number to new tool & enter in the <u>TOOL LIST</u> . If trial is OK then send the tool to production .	Incharge- Tool Room	
Note - Underlined text above indicates documents & records..			Rev. No : 1.1	Page: 1/1
			Date : 1st July , 2017	ISO 9001:2015 Clause 8.1
			Approved by : MD	Issued by: M.R