





Parts RTV

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Background



 Parts-MFI use printed form for application of RTV to Parts-EFI. Manual writing on forms and approval of signatories.

RTV Request Form



Online request for RTV, dropdown list of model, item code, letter code, defect, location.

Email Notification



Email alert, to notify the user if the request is approved or rejected.

Approval of Request



Online approval of request, viewable information from date of request and succeeding approver.

Summary List

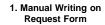


Summary for approved request, rejected and cancelled request.

Part's RTV

BEFORE







Manual routing for approval



2. Manual Approver:

MFI-GL

MFI-MED EFI-Supervisor Production-Manager Casting-MED Parts-Warehouse

3. Scrap Materials







Monthly Cost Savings: \$ 1,001.5

Cost Benefits Details:

Cost Benefits	BEFORE	AFTER	Savings
Manpower	7人	5人	2人
Paper Consumpti on	240 sheets.	0 sheet	240 sheets
Overall Cost	\$3,501.5	\$2,500.00	\$ 1,0061.5

Note: Monthly Based Computation

AFTER Email Alert every 3. Scrap Materials 1. Online Request 2. Online Approver: transaction Form

MFI-GL MFI-MED

EFI-Supervisor Production-Manager Casting-MED

Parts-Warehouse

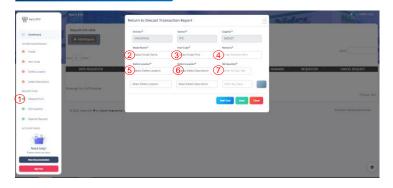
Part's RTV



System Flow	DIR	Description
Start		MFI detect material NG.
Request	MFI-Prod	Requestor will submit request online, with the information needed(i.e. model, item code, defect, location, quantity etc.).
Review	MFI-GL	MFI-GL will note the requested item. If rejected it will redirect to requestor, if accepted MFI-MED approval follows.
Approval	MFI-MED	MFI-MED will check the requested item. If rejected it will redirect to requestor, if accepted EFI-Supervisor approval follows.
Approval	EFI-Supervisor	EFI-Supervisor will check the requested item. If rejected it will redirect to requestor, if accepted Prod-Manager approval follows.
Approval	Prod-Manager	Prod-Manager will check the requested item. If rejected it will redirect to requestor, if accepted Casting-MED confirmation follows.
Confirmation	Casting-MED	Casting-MED will check the requested item. If rejected it will redirect to requestor, if accepted it will tag as approved request and material can be dispose.
IS Issuance	MFI-Prod	After confirmation of Casting-MED, requestor will issue is number(Issuance slip).
Approval	Warehouse	Warehouse personnel will check the actual quantity vs. request form before approval of request. If quantity has discrepancy user has authority to disapprove the request.
End		



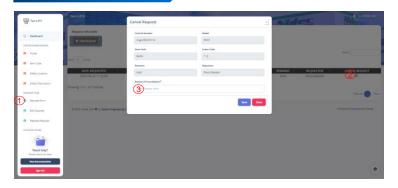
Request Form



- 1. Click request form on sidebar.
- Select model on dropdown list.
- 3. Select item code on dropdown list
- 4. Input remarks on textbox.
- Select defect on dropdown list.
- 6. Select location on dropdown list.
- 7. Enter quantity.

Note: To add item click add item button. Click save button to save request

Cancel Requested Item



- 1. Click request form on sidebar.
- 2. Select item to cancel and click the tool icon.
- 3. Input remarks

Note: Click save button to cancel request. Cancellation of request cannot be done once reviewed by GL.



Edit Quantity



- 1. Click edit quantity form on sidebar.
- 2. Select item to edit and click the tool icon.
- 3. On modal, change the value.

Note: Click save button to save changes. Editing of quantity cannot be done once reviewed by GL.

For Review MFI-GL

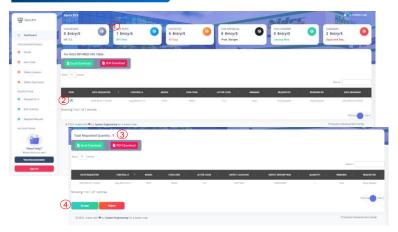


- 1. Click for review card-header.
- 2. Select item to review and click the tool icon.
- 3. Display total quantity requested by selected control number.
- 4. Select judgement

Note: If judgement is accept, for note process by MFI-MED follows. If judgement is reject request item will redirect to requestor.



For Note MFI-MED



- Click for note card-header.
- 2. Select item to review and click the tool icon.
- Display total quantity requested by selected control number.
- 4. Select judgement

Note: If judgement is accept, for note process by EFI-Supervisor follows. If judgement is reject request item will redirect to requestor.

For Note EFI-Supervisor

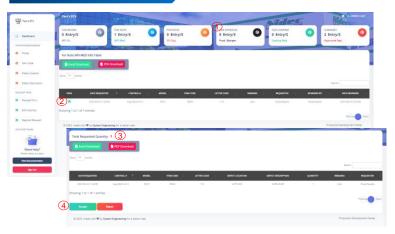


- 1. Click for note card-header.
- 2. Select item to review and click the tool icon.
- 3. Display total quantity requested by selected control number.
- 4. Select judgement

Note: If judgement is accept, for note process by Prod-Manager follows. If judgement is reject request item will redirect to requestor.



For Approval Prod-Manager



- 1. Click for approval card-header.
- 2. Select item to review and click the tool icon.
- Display total quantity requested by selected control number.
- 4. Select judgement

Note: If judgement is accept, for note process by Casting-MED follows. If judgement is reject request item will redirect to requestor.

For Confirmation Casting-MED



- 1. Click for confirmation card-header.
- 2. Select item to review and click the tool icon.
- 3. Display total quantity requested by selected control number.
- 4. Select judgement

Note: If judgement is accept, request details will be added to summary lists. If judgement is reject request item will redirect to requestor.

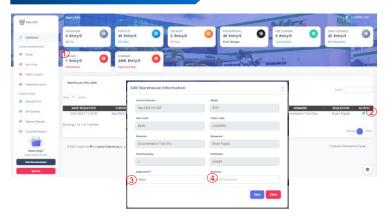


For IS Issuance Requestor



- Click for is issuance card-header.
- Select item to issue is and click the tool icon.
- 3. Input is number.
- 4. Click save button to save data.

For Confirmation Warehouse

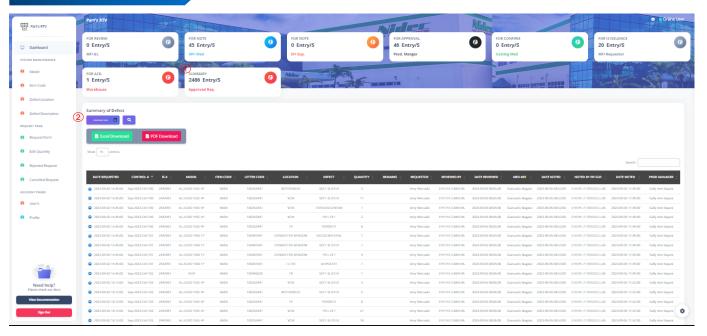


- 1. Click for acknowledge card-header.
- 2. Select item to acknowledge and click the tool icon.
- 3. Select judgement.
- 4. Input remarks, then click save button to save data.

Note: If judgement is accept, request details will be added to summary lists. If judgement is reject request item will redirect to requestor.



Summary Approved Request



- Click summary cardheader.
- 2. Select month, then click the search icon to display data.

Note:

Data tables display the data of current month, to trace back the previous month refer to instruction 2. To Download data, click the excel or button above the data tables.

