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8.3 PROCEDURE FOR GRADING OF BICYCLE TYRES, MOTOR CYCLE TYRES, LAWN AND GARDEN TYRES, AIR BAG, RIM TAPE AND TUBE

8.3.1 Procedure for grading of bicycle tyres. (Export & Domestic)

Flow	Activity	Responsibility	Ref
PLANNING	1. Examine the production plan and details of export orders.	QAM/QAO GRADER	PC-PLAN-02 CR-REP-05
↓			
RECEIVING	1. All types of tyres are received Over the conveyor	QAO/GRADER	WI-011
	2. Unload in bunch of each presses	GRADER/ HELPER	”
	3. The count is recorded through the software	GRADE	Com. System WI-011
	4. If necessary stacking relevant location	”	”
↓			
INSPECTION RECORDING & REPORTING	1. All the tyres are examined for any visual or technical defects and customer requirements.	GRADER	WI-011 PC-PLAN-02 CR-REP-05
	2. Grade them in to two groups A- Without defects B- Pending for final grading	”	
	3. Re-grade B tyres in to A,C, D and record.	QAM /QAO LEADER	Production Software
	4. Prepare the daily rejection reports and inform to relevant section through the production soft system	LEADER/QAO/QAM	”
↓			
FINISHING	1. Finishing of different types of tyres are done according to the customer requirement.	QAM/QAO/GRADER	CR-REP-05 WI-011 PC-PLAN-02 TSF-14-1
	2. Finished tyres are bundled according to the customer requirement	GRADER	PC-PLAN-02 CR-REP-05
↓			
HAND OVVER THE GOODS	1. Grade A and grade C tyres hand over to the stores through System.	QAO/ASK GRADER	FGH-REP-01 IFS System
	2. Grade “D” tyres scrap and hand over To relevant section	GRADER / LEADER / QAO	SCRAPPING REPORT(IFS)

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8.3.2 Procedure for grading of Lawn and garden tyres.

Flow	Activity	Responsibility	Ref
PLANNING	1. Examine the production plan and details of export orders.	QAM/QAO	PL-PLAN-02 CR-REP-05
RECEIVING	1. All types of tyres are received according to the transport schedule.	QAM/QAO GRADER	WI-013 TRP-SCHED-04
	2. Accepted tyres stack in relevant location	GRADER HELPER	WI-013
	3. The count is recorded in relevant record sheet	GRADER	WI-013/QC-019
INSPECTION RECORDING AND REPORTING	1. All the tyres are examined for any visual or technical defects and customer requirements.	QAM/QAO GRADERS	WI-013/CR-REP-05 /PC-PLAN-02
	2. Grade them in to two groups A- Without defect B- Pending for final grading	GRADERS	WI-013
	3. Re-grade B tyres in to A,C, D and record.	LEADER QAM/QAO	Production Software
	4. Prepare the daily rejection reports and inform to relevant section through the production soft system	LEADER/ GRADER/ QAO/ QAM	”
AIRLEEK TEST	1. Collect sample & carryout test	QAM/QAO /GRADER	WI-013/QC-021
	2. Tyres are stacked as lots, until confirmation of air leak test	QAO	„
FINISHING	1. Finishing of different types of tyres are done according to the customer requirement.	QAM/QAO GRADER	CR-REP-05/WI-013 TSF-14-1 PC-PLAN-02A
HANDING OVER THE GOODS	1. Grade A and C tyres hand over to the stores through a System	QAO/ASK GRADE	FGH-REP-01 IFS System
	2. Grade “ D” tyres , scrap and hand over to relevant section	GRADER/ LEADE/QAO	SCRAPPING REPORT(IFS)

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8.3.3 Procedure for Air bag grading.

Flow	Activity	Responsibility	Ref
<div>PLANNING</div>	<div>1. Examine the production plan</div>	QAM/QAO	PC-PLAN-02E
↓			
<div>RECEIVING</div>	<div>1. Examine the daily air bag handing over Report.</div> <div>2. Receipt all types of air bags</div>	GRADER,	Com. System
↓		GRADER	
<div>INSPECTION RECORDING AND REPORTING</div>	<div>1. All air bags are examined for visual defects.</div> <div>2. Grade them in to three groups A- Air bag without defects B- Air bag with defects D- Defective Air bags (Unusable)</div> <div>3. Hand over grade “B” level Air bag to repair.</div> <div>4. Re-grade the acceptable Air bags in to “A” grade after repair.</div> <div>5. Record test results and report to air bag section.</div>	GRADER	WI-033
↓		GRADER	„
↓		GRADERS	
↓		„	
↓		„	QC-026
<div>FINISHING</div>	<div>1. Attach information Label to the Air bag</div> <div>2. Bundle, “A” grade Air bags.</div>	GRADER	
↓		GRADER	WI-033
<div>HANDING OVER</div>	<div>1. Hand over “A” grade Air bags to stores</div> <div>2. Hand over “ D” grade Air bags for disposing.</div>	QAO/GRADER	IFS System
		QAO/GRADER	SCRAPPING REPORT

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8.3.4 PROCEDURE FOR GRADING OF MOTOR CYCLE TYRES.

Flow	Activity	Responsibility	Ref
PLANNING	1. Examine the production plan and details of export orders.	QAM/QAO GRADDER	PC-PLAN-02 CR-REP-05
RECEIVING	1. All types of tyres are received according to the transport schedule.	QAM /QAO GRADER	WI-012 TRP-SCHED-04
	2. The count is record in relevant record book.	LEADER	IT-MC-REC-01
INSPECTION &RECORDING AND REPORTING	1. All the tyres are examined for any visual or technical defects and customer requirements.	GRADER	WI-013/CR-REP-05/ PC-PLAN-02
	2. Grade them in to two groups A- Without defects B- Pending for final grading	GRADER	WI-013
	3. Re-grade B tyres in to A, C and D and record.	QAM/QAO LEADER/GRADER	WI-013 Production Software
	4. Prepare the daily rejection reports and inform to relevant section through the production soft system	”	”
FINISHING	1. Pack tyre according to the customer requirement (Wrap or without wrap)	WRAPPER	WI-013 CR-REP-05
		”	
HANDING OVER	1. Hand over all grade A and C tyres to stores through IFS System	QAO/ASK	FGH-REP-01
	2. All “D” tyres scrap and handover to Relevant section	LEADER/ QAO/GRADER	SCRAPPING REPORT (IFS)

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8.3.5. Procedure for grading, finishing and final inspection of tubes

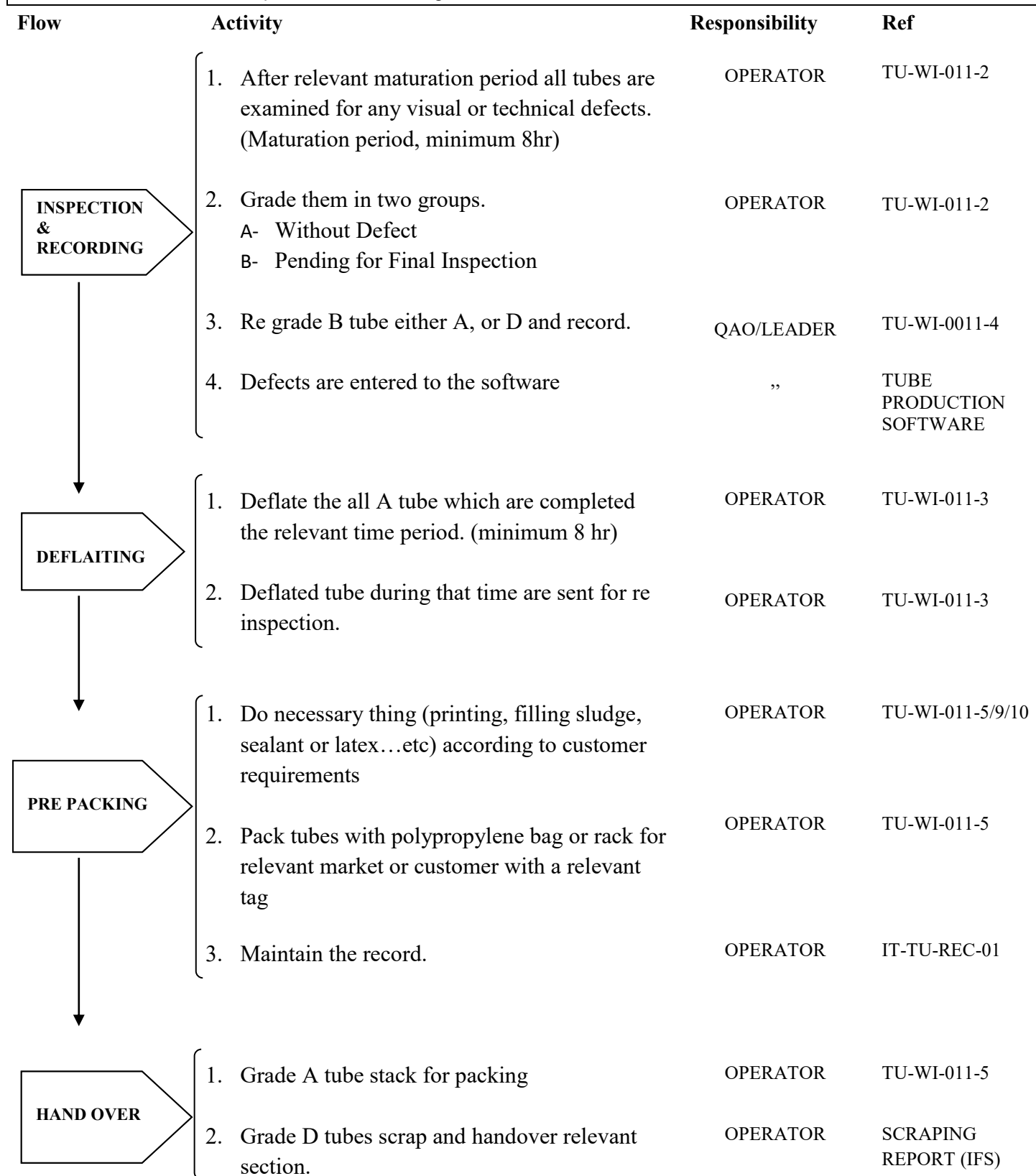
8.3.5.1.A Procedure for grading and finishing of tube (Moulded).

Flow	Activity	Responsibility	Ref
<div>PLANNING</div>	1. Examine production plan and details of export order	QAM/QAO/QAEX./ OPERATOR	PC-PLAN-02 CR-REP-05
	2. Take action to obtain material for the grading section	OPERATOR/QAO	PC-PLAN-02 CR-REP-05
<div>RECEIVING & STACKING</div>	1. All type of tube crates are received according to transport schedule.	OPERATOR/ LEADER	TR-SHED-01
	2. Keep the records for unloaded crates	OPERATOR/ LEADER	TU-IT-001
	3. Stack the crates in relevant stacking area.	OPERATOR	TU-WI-011-1
<div>VALVE PART FIXING & INFLATING</div>	1. Recheck the tube quantity of the crates.	OPERATOR	TU-WI-011-1
	2. Keep the records	”	TU-IT-001
	3. Check tube quantities with receiving report.	QAO/LEADER	TU-IT-001 PP-NOTE-02
	4. Fix the valve part which need to inflate tube	OPERATOR	TU-WI-011-1
	5. Inflate tube according to relevant gauge and stack them in a trolley for final inspection and keep the records.	OPERATOR	TU-IT-001 TU-WI-011-1

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8.3.5.1.B Procedure for grading and finishing of tube and Rim tape (Autoclave).

Flow	Activity	Responsibility	Ref
<div style="border: 1px solid black; padding: 5px; text-align: center; width: 100px; margin: 10px auto;">PLANING</div>	1. Examine production plan and details of export order	QAM/QAO OPERATOR	PC-PLAN-02 CR-REP-05
	2. Take actions to obtain material for the grading section.	OPERATOR/QAO	PC-PLAN-02 CR-REP-05
<div style="border: 1px solid black; padding: 5px; text-align: center; width: 100px; margin: 10px auto;">RECEIVING & STACKING</div>	1. All type of tube and Rim tape crates are received according to transport schedule	OPERATOR/ LEADER	TR-SHED-01
	2. Keep the records for unload crates	OPERATOR/ LEADER	TU-IT-001
	3. Stack the crates in relevant inspection line.	OPERATOR	TU-WI-011-7/8
<div style="border: 1px solid black; padding: 5px; text-align: center; width: 100px; margin: 10px auto;">INSPECTION of VALVE PARTS FIXING, INFLATING</div>	1. Recheck the tube and rim tape quantity of the crates.	OPERATOR	TU-WI-011-7/8
	2. Keep the records	”	TU-IT-001
	3. Check the quantities with handover report	”	PP-NOTE-02 TU-IT-001
	4. All tubes and Rim tape are examined for any visual or technical defects	”	TU-WI-011-7/8
	5. Grade them in two group. A- Without defects B- Pending for final inspection	”	TU-WI-011-7/8
	6. Fix relevant valve parts to A tubes and Rim tape where necessary	”	TU-WI-011-7/8
	7. Inflate air (Tubes only) and record.	”	TU-WI-011-7/8
	8. Re grade B tube and Rim tape in to A, D and record	LEADER/QAO	
	9. Defects enter to the software	LEADER/QAO	TUBE PRODUCTION SOFTWARE

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Flow	Activity	Responsibility	Ref
<div>DEFLATING</div>	1. Deflate the all tube which are completed the relevant time period (minimum 08 hr)	OPERATOR	TU-WI-011-7
	2. Air reduction tubes are sent for re inspection.	OPERATOR	TU-WI-011-7
<div>PRE-PACKING</div>	1. Print all tubes and rim tape with relevant mark	OPERATOR	TU-WI-011-7/8
	2. Do necessary thing (applying silicon only for rim tape) rolling & packing (only for rim tape) according to customer requirements.	OPERATOR	TU-WT-011-8
	3. Pack tubes with rack or bag for relevant market or customer with a relevant tag	„	TU-WT-011-7/8
	4. Pack Rim tape according to customer requirements	„	TU-WT-011-7/8
	5. Maintain records.	„	IT-TU-REC-01
<div>HAND OVER</div>	1. Grade A Tubes Stack for packing	LEADER/QAO	TU-WI-011-7/8
	2. Grade D tubes scrap and handover relevant section	QAO/OPERATOR	SCRAPIN REPORT (IFS)

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8.3.5.1.C Procedure for grading and finishing of tube (Jointed)

Flow	Activity	Responsibility	Ref
<div style="border: 1px solid black; padding: 5px; text-align: center; width: 100px; margin: 10px auto;">PLANNING</div>	1. Examine production plan and details of export order	QAM /QAEx/QAO OPERATOR	PC-PLAN-02 CR-REP-05
	2. Take actions to obtain material for the grading section	OPERATOR / QA	PC-PLAN-02
<div style="border: 1px solid black; padding: 5px; text-align: center; width: 100px; margin: 10px auto;">RECEIVING & STACKING</div>	1. All type of tube crates is received according to transport schedule	OPERATOR	TR-SHED-01
	2. Keep the records for unload crates.	„	TU-IT-001
	3. Stack the crates in relevant stacking area.	„	TU-WI-011-6
<div style="border: 1px solid black; padding: 5px; text-align: center; width: 100px; margin: 10px auto;">CHECKING & VALVE PART FIXING</div>	1. Recheck the tube quantity of crates and records	OPERATOR	TU-IT-001
	2. Examined all tubes for any visual or technical defects	OPERATOR	TU-WI-011-6
	3. Grade them in two group. A- Without defect B- Pending for final inspection	„	TU-WI-011-6
	4. Fix relevant valve parts to A tubes and Inflate air and stack in trolleys and record.	„	TU-IT-001
	5. Re grade B tube in to A and D.	LEADER/QAO	
	6. Defects enter to the software	LEADER/QAO	TUBE PRODUCTION SOFTWARE

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Flow	Activity	Responsibility	Ref
<div>DEFLATING</div>	1. Check the valve	OPERATOR	TU-WI-011-6
	2. Deflate the tubes which have no air reduction	”	”
	3. Deflated tubes are sent for re inspection	”	”
<div>PRE-PACKING</div>	1. Print all tubes with relevant mark	OPERATOR	TU-WI-011-6
	2. Pack tubes with polypropylene bag or stack on racks for relevant market or customer with the appropriate tag	”	”
<div>HAND OVER</div>	1. Stack grade A tube for packing	QAO/OPERATOR	TU-WI-011-6
	2. Grade D tubes scrap and handover to relevant section.	”	SCRAPING REPORT (IFS)

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8.3.5.3 Procedure for final inspection of tubes

Flow	Activity	Responsibility	Ref
<div>INSPECTION & NON DESTRUCTIVE TEST</div>	1. Collect samples for testing according to sampling plan	OPERATOR	TU-TM-002
	2. Carryout non-destructive test	”	TU-TM-002 TU-TM-004
	3. Record test results	”	TU-IT-011
<div>DESTRUCTIVE TEST</div>	1. Collect samples for destructive test	OPERATOR	TU-TM-002
	2. Carryout destructive test	”	TU-TM-002 TU-TM-004
	3. Record test results	”	TU-IT-010 TU-IT-011

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8.3.5.4 PROCEDURE FOR PACKING OF TUBES.

Flow	Activity	Responsibility	Ref
<div>PLANING</div> <div>↓</div>	1. Examine the production plan and details of export orders.	QAM/QAO/QAEx:/ OPERATOR	PC-PLAN-02 CR-REP-05
	2. Take actions to obtain material Receiving	OPERATOR QAO/QAEx:	PC-PLAN-02 CR-REP-05
<div>RECEINING & RECORDING</div> <div>↓</div>	1. All types of tubes are received from the tube grading	QAM/QAO/QAEx:/ OPERATOR	TU-WI-011-11
<div>PACKING & INSPECTION</div> <div>↓</div>	1. Packing, Inspection and finishing	OPERATOR	TU-WI-011-11 TU-IT-005 TU-IT-003
<div>HANDING OVER</div>	1. Hand over all grade A Tubes to stores	QAM/QAO/QAEx:/ OPERATOR	FGH-REP-01

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