







		Finsh Goods Bins/ Trolley Handling & Checking		ISD-FC-021 																																				
Rule		Department	FC		DATE: 25.02.2020																																			
		Area	Dispatch		Issue: 01 Revision: 00																																			
Sr. No.	Activity	Responsibility	Document No.	Ref. Doc.																																				
1	Finish Goods (FG) Bins/Trolley Handling																																							
a)	On receipt of vehicle with empty bins/trolley from customer. Verify no. of bins/trolley & type of bins and mention the same on Bin RGP	Shift In charge	Annex.-1	ERP Monthly Report																																				
b)	Verify if no. of bins/trolley received belong to Map-ID or not, if not deduct no. of non Map-ID bins/trolley from total bins and scrap non-Map-ID bins/trolley.	Shift In charge	Annex.-2																																					
c)	Bins/Trolley condition check during unloading. If any bin found scrap (Broken, Damgae, Leakage) to be shift scrap area and scrap. Also update in bin calculation sheet for shortage and if come in shortage to be indent (Bin lead time is 15 days after Indnet).	Shift In charge	Annex.-3 & 6																																					
d)	All bins/trolley are counting and match with customer gate pass and update in Bin RGP	Shift In charge																																						
e)	After update Bins/Trolley/Pallet/Lids in Bin RGP hand over to ERP.	Shift In charge																																						
f)	Bins/Trolley are unload from vehicle at only Unloading Point .	Shift In charge																																						
g)	Bins/Trolley unload by Forklift .	Shift In charge																																						
h)	Shift all dirty bins to Bin Cleaning Area and trolley shift as per location	Shift In charge																																						
i)	After cleaning all bins are shifted to Bin Area .	Shift In charge																																						
j)	Clean Bin are shifted to Final Production Output Location as per production requirement.	Shift In charge	Annex.-4																																					
k)	Monthly Trolley Preventive Maintenance plan	Shift In charge	Annex.-4																																					
2	Work in Progress (WIP) Bin Handling.																																							
a)	All empty dirty bins from Hard Line and assembly area are collected and send to Bin Washing Area for Cleaning	Shift In charge Production Control																																						
b)	After Cleaning bins are shifted to respective production area like Heat Treatment and Hard Line.	(Dispatch)																																						
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MAP-ID		Check Sheet for Bin and Trolley during vehicle unloading(Annex-2)		
CHECK POINT			CHECK POINT	
	LOCK			
	TOE			
	SIDE LOCK			
	PULLING LOCK			
	FOUR WHEEL			
	MAP-ID IDENTIFICATION			
	MAP-ID IDENTIFICATION			

ANALYSIS OF BROKEN BINS & CRITERIA (Annex-3)

SR. NO.	BROKEN AREA OF BINS		Items	Qty.	Items	Qty.	Items	Qty.	Items	Qty.	Items	Qty.	
1		53150	GREEN BIG W/O FIXTURE	18									
			GREEN VERY SMALL W/O FIXTURE										
			GREEN VERY BIG FIXTURE										
			GREEN VERY BIG FIXTURE										
			BLUE V BIG FIXTURE										
2		43150	GREEN VERY FIXTURE	9									
			GREEN MEDIUM W/O FIXTURE										
3		43100	GREEN BIG W/O FIXTURE										
			GREEN VERY SMALL FIXTURE										
			GREEN MEDIUM FIXTURE	9									
4		53100	GREEN VERY FIXTURE	2									
			GREEN MEDIUM W/O FIXTURE										
			BLUE V SMALL FIXTURE	2									
5		43175	GREEN VERY FIXTURE										
			GREEN MEDIUM W/O FIXTURE										
			BLUE V SMALL FIXTURE										
6		43150	ORANGE VERY BIG FIXTURE										
			ORANGE BIG W/O FIXTURE										
			ORANGE MEDIUM W/O FIXTURE										
			PINK FIXTURE										
			ORANGE VERY SMALL W/O FUTURE										
7		53150	ORANGE VERY BIG FIXTURE										
			ORANGE BIG W/O FIXTURE										
			ORANGE VERY SMALL FUTURE										
			ORANGE MEDIUM W/O FIXTURE										
			ORANGE MEDIUM FIXTURE										
			ORANGE SMALL										
8		43150	ORANGE BIG W/O FIXTURE										
			ORANGE VERY SMALL W/F FUTURE										
			ORANGE MEDIUM W/O FIXTURE										
			2CD IN & EX										
9		1200x1000x150	Blue										
			Black										
10		1200x1000x150	Blue										
			Black										
			ORANGE MEDIUM W/O FIXTURE										
			BLUE PALLETS PALLETS (WOODEN) TOTAL BIN:- TOTAL PALLET:-										

**Kindly mention qty of Bins specific to the breakage location against the pictures.

PREPAID BY


CHECKED BY

APPROVED BY

Movement & Check Point to Prod. Requirement (Annex.-4)

Daily Production Plan

Daily Bins feeding Check Point with Pro.



DAILY PRODUCTION PLAN DETAILS

														Production Update Time		7:00A AM		DATE :		22-09-2016	
														FC Check Time							
		C-LOW	C-2	C-3	C-4	C-5	M-3	M-4	M-5	ZWF C-5	ZWF M-5	M / SHAFT	C / SHAFT	GFDN	DIFF COMP	SLEEVE 1-2	SLEEVE 3-4	SLEEVE 5TH			
1	2CTP																				
	Prod. plan																				
	Packing Material Status																				
2	2CTD	C-LOW	C-2	C-3	C-4	C-5	M-3	M-4	M-5	C-6	M-6	M / SHAFT	C / SHAFT	GFDN	DIFF COMP	BALL JOINT	RVS DRIVE	RVS C/ SHAFT			
	Prod. plan															40 B IN 2nd					
	Packing Material Status															200 B IN					
																100 B IN	50 B IN				
3	2CW	C-LOW	C-2	C-3	C-4	C-5	M-3	M-4	M-5	ZVLP CAM	RVS IDLE	M / SHAFT	C / SHAFT	GFDN	DIFF COMP	BALL JOINT	ENCLOSURE TIE ROD 3CTD	ENCLOSURE TIE ROD 2CM			
	Prod. plan																50 B IN				
	Packing Material Status																				
4	2SJP	C-LOW	C-2	C-3	C-4	C-5	M-3	M-4	M-5	C-6	M-6	M / SHAFT	C / SHAFT	GFDN	DIFF COMP	DIFF COMP EXPORT	DIFF SIDE EXPORT	DIFF FINISH EXPORT			
	Prod. plan											50 B IN									
	Packing Material Status																				
5	2SVP	C-LOW	C-2	C-3	C-4	C-5	M-3	M-4	M-5	C-6	M-6	M / SHAFT	C / SHAFT	GFDN							
	Prod. plan																				
	Packing Material Status																				
6	2SVP	C-LOW	C-2	C-3	C-4	C-5	M-3	M-4	M-5	C-6	M-6	M / SHAFT	C / SHAFT	GFDN							
	Prod. plan																				
	Packing Material Status																				

This Format will be update on 8-2 Month

Prepared By :

Checked By:

Approved By:

MUSASHI		BIN'S SUPPLY DETAILS AT SHOOP FLOOR								DATE	21-09-2016
SHIFT	PERSON NAME	7:00 AM	10:00AM	01:00PM	03:00PM	05:30PM	07:30PM	10:30PM	12:00AM	03:00AM	Total
1	VIKAS & RAMNIWAS										
	GEAR (C-LOW)										
	2CTP										
2	GEAR (C-2)	15 Bin									
	2CTP	20 Bin									
3	GEAR (C-3)										
	2CTP										
4	GEAR (C-4)										
	2CTP										
5	GEAR (C-5)										
	2CTP										
6	GEAR (M-3)										
	2CTP										
7	GEAR (M-4)										
	2CTP										
8	GEAR (M-5)										
	2CTP										
9	SHAFT M/SHAFT C/SHAFT	20 Bin									
	2CTP	35 Bin									
10	SLEEVE 1-2 3-4 STH	20 Sheet	20 Mags								
	2CTP										
11	DIFF COMP 2cw/2ctd/2ctp										
	2CTP										
12	CAM SHAFT 2TD IN & EX	20 Bin	20 Bin	20 Bin	20 Bin						
	2CTP	20	20	20	20						
13	GFDN2CTP/2CTD/2CW/2VLD				15 Bin						
					3323						








Washed Bin Check Sheet**Date:**

Sr. No.	Particulars	Judgment (Yes/No)	Remarks
1	Does Bin is proper washed?		
2	Are dust/foreign material cleaned from inside & outside from the Bin?		
3	Are water dropped found inside the Bin?		
4	Does any type of damage found in Bin?		
5	Are Bin Partition are Ok?		

Verified By:**Approved By:**

SUPPLIER NAME:-						TROLLEY PREVENTIVE MAINTENANCE PLAN (Annex.-5)														
SN	MODEL NAME	PART OR TROLLEY NAME /DESCRIPTION	TOTAL TROLLEY AVAILABLE	WEEK	TROLLEY NO	STATUS	QUARTER-1			QUARTER-2			QUARTER-3			QUARTER-4				
							APRIL	MAY	JUNE	JULY	AUGUEST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH		
							TROLLEY NO (1-80)	TRO LLEY NO (81-160)	TROLLEY NO (161-240)	TROLLEY NO (1-15)	TRO LLEY NO (16-30)	TROLLEY NO (31-45)	TROLLEY NO (46-50)	TRO LLEY NO (51-55)	TROLLEY NO (56-60)	TROLLEY NO (61-80)	TRO LLEY NO (81-100)	TROLLEY NO (101-120)		
1	2MD/2CD/2TP		120	1ST WEEK	01-30	PLAN	3	3	20	4	4	4	2	0	0	2	0	15		
						ACTUAL	3	3		4	5	4	2	2	0	0	5	10		
			120	2ND WEEK	31-60	PLAN	3	3	20	4	4	4	2	0	2	2	5	10		
						ACTUAL	3	1		4	4	0	2	2	5	2	0	10		
			120	3RD WEEK	61-90	PLAN	2	2	20	4	4	4	2	0	2	2	10	0		
						ACTUAL	3	1		4	4	0	2	2	6	2	10	0		
			120	4TH WEEK	91-120	PLAN	2	2	20	4	4	4	2	1	2	2	10	0		
						ACTUAL	3			4	3	0	2	0	3	2	15	0		
		TOTAL PLAN TROLLEY IN 1ST WEEK						PLAN	3	3	20	4	3	4	2	0	0	2	0	15
								ACTUAL	3	3	0	4	5	4	2	2	0	0	5	10
TOTAL PLAN TROLLEY IN 2ND WEEK						PLAN	3	3	20	4	4	4	2	0	2	2	5	10		
						ACTUAL	3	1	0	4	4	0	2	2	5	2	0	10		
TOTAL PLAN TROLLEY IN 3RD WEEK						PLAN	2	2	20	4	4	4	2	0	2	2	10	0		
						ACTUAL	3	1	0	4	4	0	2	2	6	2	10	0		
TOTAL PLAN TROLLEY IN 4THWEEK						PLAN	2	2	20	4	4	4	2	1	2	2	10	0		
						ACTUAL	3	0	0	4	3	0	2	0	3	2	15	0		
TOTAL PLAN TROLLEY IN 5TH MONTH						PLAN	10	10	80	16	15	16	8	1	6	8	25	25		
						ACTUAL	12	5	0	16	16	4	8	6	14	6	30	20		
PREPARED BY:-							CHECKED BY:-							APPROVED BY:-						

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	LOCK
	TOE
	SIDE LOCK
	PULLING LOCK
	FOUR WHEEL
	MAP-ID IDENTIFICATION
	MAP-ID IDENTIFICATION