

Service Support Building (SSB), Administration Area, Lot 14, Phase 1-A, FPIP, Sto. Tomas, Batangas, Philippines Tel No.: (043) 405 6388-89 / (043) 405 6407-08

MEMORANDUM NO. HRADM

TO

: 15 PK01306

Buisan, Analie Rosaria

FROM

: PKIMT Management

SUBJECT

: Notice for Suspension

No. of Offense: 1st offense

DATE

: 15-Dec-18

COMMENTS/ ASSESMENT OACK SULPENSOON Jr. Staff

ACKNOWLEDGEMENT FORM

PKIMT

This refers to the alleged offense(s) you have committed at

5-Dec-18

to name: Buisan, Analie Rosaria

Violation Offense No.V

OFFENSES AGAINST COMPANY INTEREST

Section No. 10

Omission or commission of an act in connection with or against the policies & procedures, SOPs, set work guidelines & to the particular duties and responsibilities inherent to the employee's work

Description:

Not follow the SOP on sub assy process- Encountered defect missing on sub assy

You are hereby given 5 days upon receipt of this letter to explain in writing why you should not be given a disciplinary action for such offense. Failure to comply would mean you voluntarily waive your right to due process and the company has no recourse but to implement the penalty provided for based in our company rules and regulations.

This is for your guidance and strict compliance.

NOTED BY:

Conforme: √

15 PK01306

FURUKAWA - Production Operator

(Please attach your written expalanation upon returning of this letter)



Service Support Building (SSB), Administration Area, Lot 14, Phase 1-A, FPIP, Sto. Tomas, Batangas, Philippines Tel No.: (043) 405 6388-89 / (043) 405 6407-08

<i>MEMORA</i>	<i>NDUM</i>	NO.	HRADM
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TO

: 15_PK01306

Buisan, Analie Rosaria

FROM

: PKIMT Management

SUBJECT

: Notice to Explain

No. of Offense: 1st Offense

DATE

: 11-Dec-18

This refers to the alleged offense(s) you have committed at

5-Dec-18

to name: Buisan, Analie Rosaria

Violation Offense No.V

OFFENSES AGAINST COMPANY INTEREST

Section No. 10

Omission or commission of an act in connection with or against the policies & procedures, SOPs, set work guidelines & to the particular duties and responsibilities inherent to the employee's work

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This is for your guidance and strict compliance.

NOTED BY:

15_PK01306

FURUKAWA - Production Operator

(Please attach your written expalanation upon returning of this letter)

FAS Coordinator

From:

"Jenny / Gene Rose Fruelda Ferry" < generose.fruelda.ferry@furukawaelectric.com>

Date:

Tuesday, December 11, 2018 8:21 AM

To:

<coordinator@pkimt.com>; "FAS Coordinator" <f-coordinator@pkimt.com>
"Je / Jerald Ramos Ganadillo" <jerald.ramos.ganadillo@furukawaelectric.com>; "Julie / Maria Julie Bruno

Cc:

Sabido" <mariajulie.bruno.sabido@furukawaelectric.com>; "Roy / Roy Mikiel Boongaling Pentinio"

<roymikiel.boongaling.pentinio@furukawaelectric.com>; "Angie / Angelica Vilela Tapalla"

<angelica.vilela.tapalla@furukawaelectric.com>

Subject:

Issuance of Memo

Dear Mam Emie,

Good day!

I would like to request issuance of memo for the members below:

Daihatsu 2102, Morcilla, Mariel 17-PK12184 - yc Violation: Unauthorized in assy (doing the process) Date: Dec, 8, 2018

Daihatsu 2103, Aprilyn Panaligan 17-PK17972-NC Violation: no checking of bando gun for the 3rd checking Date: December 6, 2018

CHERTY Daihatsu Initial, Jessa Marie Jabben 17-PK11989 - U.S. Advance filling up of checksheet Date: December 5, 2018

d. Nissan 6102, Analie Buisan 15_PK01306 - X

Violation: Encountered defect missing wire on sub assy due to noncompliance on process

Date: December 5, 2018

e. Nissam Initial, Josephine Garcia, 18-PK26275 - 175 Violation: Not conducting barcoding resulting wrong terminal

Date: Dec.7, 2018

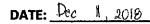
Daihatsu 2102, Eden Rubin, 18_PK25391 - 1/5

Violation: Mass pulling during re-sub assy, did not pull black wire and pull other wires (mass pulling). Upon checking affected cavity of shikakari not pulled have been damaged.

Date: Dec.8, 2018

Thank you po.

Regards, Gene





OFFENSE: Not to llowing sop

WRITTEN EXPLANATION:

Chilil po sa sobrang delay ko pel di ko ga ren go prasyndo kabisado dun sa sub 4. yung last insertiin po na black go ng di ko na ga gan rainsert a gagmannishur raipasa kona thunishingi po pako ng fauronnaliin a gagtafraion to ng pauronnaliin a gagtafraion to ng tapas ko lang tapas po ke dun nung nox 19 na go bulitan na marpasa ng di na diruleu check... raipasa ko hang po bulitan na marpasa ng di na diruleu check... ragiwa

	Fefri		
AMIE	'A	Buistry	
Signature	over	Printed	Name

Missin leluz

Car Model / Line