



MEMORANDUM NO. HRADM

TO : 17_PK11240
Fallarcuna, Apple Rose Falcuna ✓ *Signature*

FROM : PKIMT Management

SUBJECT : Notice for Suspension

No. of Offense : 1st offense

DATE March 13, 2019

PKIMT	
ACKNOWLEDGEMENT FORM	
COMMENTS/ ASSESSMENT	
No. Offense:	1st 1 DAY SUSPENSION APRIL 2, 2019 April 9, 2019 - 105
Line	Nude - B
Jr. Staff	
Staff	<i>Signature</i>
ACKNOWLEDGE BY:	
MANAGER	<i>Signature</i>
Signature Over Printed name/ Date	

This refers to the alleged offense(s) you have committed at 16-Feb-19 to name: Fallarcuna, Apple Rose Falcuna

Violation Offense No.V

OFFENSES AGAINST COMPANY INTEREST

Section No. 14

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:

Non-compliance on implemented countermeasure for customer claim received

You are hereby given 5 days upon receipt of this letter to explain in writing why you should not 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:

Signature
PKIMT Management

Conforme: ✓ *Signature*

17_PK11240

FURUKAWA - Production Operator

(Please attach your written explanation 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

MEMORANDUM NO. HRADM

TO : 17_PK11240

Fallarcuna, Apple Rose Falcular

FROM : PKIMT Management

SUBJECT : Notice to explain

No. of Offense : 1st offense

DATE : 12-Mar-19

This refers to the alleged offense(s) you have committed at 16-Feb-19 to name: Fallarcuna, Apple Rose Falcular

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:

Non-compliance on implemented countermeasure for customer claim received

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:

PKIMT Management

Conforme:

17_PK11240

FURUKAWA - Production Operator

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

I ALERT WRITTEN EXPLANATION

☐ FAS ☐ MDHII
☒ PKIMT ☐ ADD EVEN

Control No: FAIR-IT-1962-0012

<i>[Signature]</i> Audited By:	<i>[Signature]</i> Noted By:
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Name: Fallorencia Apple
 Position: Associate
 ID Number: M- PK11240
 Batch No.: 1409
 Car Model/Line: Nissan Jodel Ferry / 4002

Process: ET
 Group/Shift: b / BS
 Date/ Time: February 16, 2019 / 11:20 AM ✓
 No of Offense: 1st
 Superior Name: B. Cuenca, G. Ferry

Audit Findings: Non-compliance on Implemented Countermeasure for Customer Claim received

Details: Associate did not conduct pressing on lock of connector RSS-BE-JF-GR before apply markings

WRITTEN EXPLANATION

Ako po si Apple ay na-audit sa kadahilang hindi nag-pres ng connector before markings kasi po natatanda natin po ako nang may nakatingin sa akin halang non-BECT, kaya po nalimutan ko ipress pero aware po ako sa customer claim na ihorixet sa amin. pasensya na po at hindi na mauulit, nagkanta lang po iyon gawa ng alib po ay natatanda na para pinapress ka po iyon.

Note by i-Alert: As per observation together with the manual, 3 harness were processed but no pressing conducted on the main hook & video

Remarks/ Evaluation:

MUST BE FOCUS ON STEP BY STEP PROCEDURE.

please issue I.R

<i>[Signature]</i> Signature of Employee Date: <u>02-17-19</u>	<i>[Signature]</i> Jr Staff Date: <u>02-24-19</u>	<i>[Signature]</i> Staff Date: <u>02-24-19</u>	<i>[Signature]</i> Supervisor Date: <u>02-26-19</u>	<i>[Signature]</i> Manager Date: <u>2/22</u>
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[Handwritten notes]
 2/9/2019
 2/11/19



FURUKAWA AUTOMOTIVE SYSTEMS
LIMA PHILIPPINES, INC.

Approved by: Reviewed by: Prepared by:

T. Maruoka

A. Rubio/ G. Magadia

J.A. Rivas

SUMMARY OF RECORDS

Customer Claim No: K1808-0485 Line Number: 6102 Date Prepared: 08/08/2018

1. Product Information:

Customer: NISSAN Car Model: J02C
Product No: 24079-SWK0A Lot No: 59LY21
59KH24
Production Date: 20/Jun/18 Serial No: 193
Date Received: 3/Aug/18 NG Qty: 3

2. Initial Defect Assessment:

☐ POSSIBLE TO PASS DURING NORMAL OPERATION
☒ NOT POSSIBLE TO PASS DURING NORMAL OPERATION

REMARKS ON CAUSE:

No risk found on our process. Cannot produce same defect using jigs used on FALP

Damaged Connector (RSS-BE-2F-GR)

3. Below is the summary of findings based on the initial data gathered for the claim defect:

ITEM	RECORDS			RESULT OF CHECKING	REMARKS																		
1	IRCS Record			No abnormality found on the process.	O																		
2	Repair Record			No repair record found	O																		
3	4M Change Point (Initial and Final)			No 4M on the affected date	O																		
4	Initial Process Records (CCIS Data/ Setuato/ Error Data/ Actual Sample, etc.)			N/A																			
5	Attendance Table (Initial and Final)			No absent MP on the affected dates	O																		
6	Process Check (Initial and Final)			<p><u>PARTS SUPPLY</u></p> <ul style="list-style-type: none">Affected connector is stored at a low level on parts rack. <p><u>SUB-ASSEMBLY</u></p> <ul style="list-style-type: none">Connector jig on sub-assy is in good condition. No risk found. <p><u>ECT</u></p> <ul style="list-style-type: none">ECT checker jig is in good condition.Checker jig cannot hit the lock portion of the affected connector.Closing of checker jig handle cannot damage the connector. <p><u>APPEARANCE</u></p> <ul style="list-style-type: none">No marking was done on the affected connector after appearance inspection.Failed to consider small harness product for Nissan J02CHowever, as per interview to appearance inspector, she was already conducting same inspection method with engine harness since she was also assigned as inspector for engine harness and she knows that it is same connector.	O																		
7	Simulation			<ul style="list-style-type: none">Simulation 1: Closed ECT checker handle with large force.Simulation 2: Closed ECT checker handle with large force 12 times.Simulation 3: Pushing of harness and then closing of checker handle. <p>RESULT: NO DAMAGE ON THE AFFECTED CONNECTOR</p> <p>➤ Different orientation of connector cannot be inserted inside checker jig.</p>																			
8	Machine Record	ECT	Daily PM Repair	NO Problem found Last PM was on April 01, 2018 No Repair was done on affected checker for the affected month.	O O O																		
9	Past Trouble Check			<p>Already occurred 3 times. Not accepted as FALP responsibility since no risk was found during our process.</p> <table><tr><th></th><th>Date</th><th>Product</th></tr><tr><td>First Occurrence</td><td>May-17</td><td>J02C Engine</td></tr><tr><td>Installation of Foreign Material Checker Jig</td><td>Jul-17</td><td>J02C Engine and J02C Small</td></tr><tr><td>2nd Occurrence</td><td>Apr-18</td><td>J02C Engine</td></tr><tr><td>3rd Occurrence</td><td>May-18</td><td>J02C Engine</td></tr><tr><td>Latest Occurrence</td><td>Jun-18</td><td>J02C Small</td></tr></table>		Date	Product	First Occurrence	May-17	J02C Engine	Installation of Foreign Material Checker Jig	Jul-17	J02C Engine and J02C Small	2nd Occurrence	Apr-18	J02C Engine	3rd Occurrence	May-18	J02C Engine	Latest Occurrence	Jun-18	J02C Small	O
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10	CCTV Check			N/A																			
11	Internal Defect Records (Initial and Final)			No same internal defect for the past 3 months	O																		
12	Sorting Result			600/600 sets are GOOD	O																		
13	ADDITIONAL REQUESTED DATA:			N/A																			

4. Containment Action / Immediate Action / Temporary Countermeasure in order to prevent outflow of the same defect.

- Provide OI on the special checking and marking method of RSS-BE-2F-GR. (08/04/2018)
- Put marking on the connector same with engine harness.
- Oriented all affected members on the contents of the provided OI. (08/04/2018)
- Post caution tag

5. Reflection to Quality System

- ☒ Process Failure Mode and Effect Analysis
☒ Quality Control Plan
☐ Risk and Opportunity Analysis
☐ FINAL REPORT IS REQUIRED
☐ FINAL REPORT IS NOT REQUIRED

6. Claim Status (refer to Handling of Customer Feedback Guidelines)

- ☐ OPEN
☐ CLOSED

7. Implementation Details:

PRODUCT NO.	LOT NUMBER	PRODUCTION DATE	REMARKS	Identification Mark on Polycard
24079-SWK0A	59TP78	02/08/2018	Starting lot implementation on marking and proper checking of connector based on provided OI.	<div>D</div>