



Full Name:	(Last Name) Villagracia	(First Name) Marimar	(M.I.) M	Date:	Jan 14, 2021
I.D #:	Employee - 2234			Batch #:	202
Position:	Production Associate			Line # / Group:	H08A TKRA PD2
SCORE: 575 = 100%				EVALUATION:	PASSED FAILED
NOTE: PASSING RATE IS 100%					

Essay questions.

1. What is your idea about abnormality?

state that is not normal condition.
Sometimes it is small matter which can lead to severe cause or defective products.

2. Write down some examples of the possible defects that you might encounter in your process.

damaged wiring, Scratch, Wrong termination, Short wire, Damaged harness, Tangled wire, Wire drawn out

3. What are you going to do when you encounter abnormality in your process? Please write down the steps.

Stop the operation.
Fill up Re-Form
Proceed to PC center print Kanban in PC
Scanning
Fill up Re-cutting Wires Form
Pass to QA
If OK proceed to Secondary process.

4. What are the possible effects if defective wire harness is fitted in the car?

It may cause fire and damage to the car.

5. What will happen in the company if there are lots of customer claims?

Reduce the number of customer claims in the company and increase the number of customer satisfaction.

SURVEY FORM

What are the main reasons why Associate or Expert & Jr. Staff (SL/LL) are tempted to oppose the Standard Operational Procedure in their area causing defective products in the line?

Ano ang mga pangunahing dahilan kung bakit ang mga Associate or Expert & Jr. Staff (SL/LL) ay natutuksang hindi gawin ang Standard Operating Procedure sa kanilang linya na nagiging sanhi ng mga sirang mga produkto sa linya?

Please choose five category why Associate or Expert & Jr. Staff are tempted to oppose the "SOP". Write the number from 1~5. (top 1 means the main reason)

Mangyaring pumili ng limang katagorya para sa mga pangunahing dahilan kung bakit ang mga Associate or Expert & Jr. Staff (SL/LL) ay hindi gawin ang "SOP". Isulat ang numero mula sa 1~5. (Top 1 ay nangangahulugan na ang pangunahing dahilan)

- ☒ **4 Due to delay operation**
Dahil sa pagkaantala ng operasyon.
- ☐ **Unwillingness to do their job.**
Hindi interesado sa kanilang trabaho
- ☐ **Always think that quantity must comes first.**
Laging iniisip na ang BILANG ang dapat na mauna.
- ☐ **Because they want to.**
Dahil gusto nila.
- ☐ **Because they find the company/management not worthy to be followed of.**
Dahil sa tingin nila ay hindi kasunod-sunod ang mga patakaran ng kumpanya at ang mga nangangasiwa nito.
- ☒ **5 They find the SOP hard to follow.**
Nahihirapan silang sundin ang mga SOP.
- ☒ **1 Unaware of the penalties that will likely to be given after every violations**
Hindi nila alam ang mga posibleng parusa sa bawat pagsuway na kanilang ginagawa.
- ☐ **Management tolerates their acts.**
Hinahayaan/Kinokonsente ng mga namamahala ang kanilang mga maling gawain.
- ☐ **Different instruction of the superior.**
Paiba-iba ang tagubilin ng superior.
- ☒ **1 Unaware of the "SOP"**
Hindi aware sa "SOP".
- ☐ **To be able to target the production efficiency.**
Para makamit ang production efficiency
- ☒ **3 As seen from other co-workers.**
Nakikita sa kapwa empleyado.

Others (Pls. specify)

Marina Villagracia
SIGNATURE OVER PRINTED NAME

Jan. 14, 2021
DATE

PLEDGE OF OBEDIENCE

Ako si, Marimar Villagracia, nagtatrabaho bilang Production Associate ay nangangako na

(Sabihin ang pangalan)

(Sabihin ang Posisyon)

ako ay susunod sa mga panuntunan at regulasyon ng FALP, sa pagtupad ng aking tungkulin at responsibilidad bilang isang responsible, mahusay at epektibong miyembro ng aking linya, grupo, departamento at ng buong FAS Company. Ako ay nangangako na gagampanan ko ang aking trabaho gayundin ang mga gawain na ibinigay sa akin ng aking supervisor ng may mataas na konsiderasyon sa mga standard operating procedures at hindi kailanman ikukumpurmiso ang pangangailangan ng kustomer, kalidad ng produkto at kailigtasan ng bawat empleyado.

Marimar Villagracia
Lagda sa ibabaw ng pangalan

Jan 14, 2024
Petsa