



**YURUKAWA AUTOMOTIVE SYSTEMS LIMA PHILS. INC.**

Lima Technology Center, Lipa City, Batangas

NS

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## INCIDENT REPORT FORM

ID Number: <b>18-04356</b>	Complete Name: <b>Marife Mendrano</b>	Section: <b>PD3-MAZDA FINAL</b>	Date of Incident: <b>June 11, 2019</b>	Date Issued: <b>June 21, 2019</b>
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Part 1: (To be filled-in by the Immediate Superior)

### INCIDENT REPORT

#### VIOLATION:

On June 11, 2019 it was reported that you have committed non-compliance act as reported by I-Alert Team.

In view of the above, please explain in writing within 5 days or until June 28, 2019 why no disciplinary action should be imposed on you for the alleged violation under Memorandum with reference number HRGA-2018-04-14, 1. Unauthorized Repair /Hidden Repair

The allege offense is punishable by Suspension. Your failure to submit the written explanation as required shall be treated as your waiver of right to be heard and we shall proceed processing the case.

(Please explain in writing within 5 hours/days upon receipt of this report. Failure to do so, means you have waived your right to be heard.)

#### FREQUENCY OF OFFENSE

<input checked="" type="checkbox"/> 1 <sup>st</sup> Offense	<input type="checkbox"/> 2 <sup>nd</sup> Offense	<input type="checkbox"/> 3 <sup>rd</sup> Offense	<input type="checkbox"/> 4 <sup>th</sup> Offense	<input type="checkbox"/> 5 <sup>th</sup> Offense
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Issued by:  O. Vangara Immediate Superior Signature over Printed Name	Noted by:  Marife Mendrano Manager Signature over Printed Name	Received by Employee:  Marife Mendrano Signature over Printed Name	Date Received:  07-04-19
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Part 2: (To be filled-in by concerned employee)

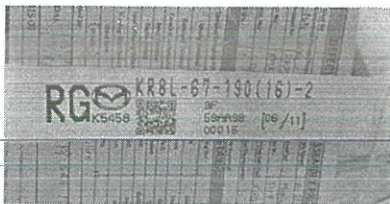
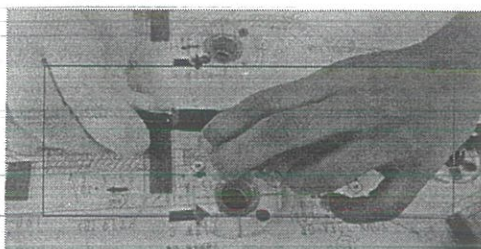



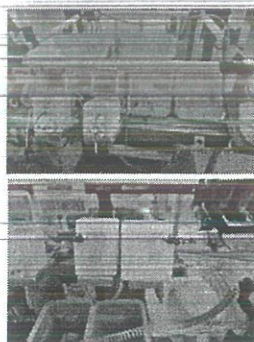
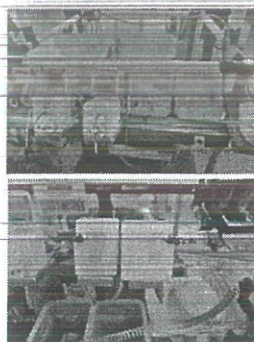
### EXPLANATION

Ako si marife medrano ay nauulat ng I-alert dahil po Inayos ko po ang clamp ~~na~~ tagilid po ang pagkakalagay ng arsy sa harness. Wala naman po itong branch na maaaring mappektuhan.

 marife medrano Employee Name Signature over Printed Name	Date prepared:  07-04-19	 O. Vangara Explanation received by: Signature over Printed Name	Date Received:  7/09/19
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# i\_Alert Audit Report

<b>Car Model / Line No.</b> Mazda/1114 <b>Date / Time</b> June 11, 2019/11:25 pm <b>Name / ID No.</b> Bocado Meriel 17-PK12441 Balangue, Ma. Milagrosa 17-PK19088 <b>Shift / Group</b> NS/A <b>Batch No.</b> 154 <b>Process</b> Sub-Assy Process <b>FAS or Agency; specify</b> PKIMT <b>Person Informed</b> G.Garcia <b>Audited by:</b> R.Laz Details		<b>Effect</b>  no traceability for the lacking wire encountered
<b>Not following STOP-CALL-WAIT</b> Did not attached red tag when encountered lacking wire during the process and continue the manual insertion without confirmation of Jr.Staff.		
<b>Car Model / Line No.</b> Mazda / 1110 <b>Date / Time</b> June 11, 2019/ 03:05am <b>Name / ID No.</b> Marife Mendrano / 18-04356 <b>Shift / Group</b> NS/A <b>Batch No.</b> 123 <b>Process</b> Dimension Process <b>FAS or Agency; specify</b> FAS (expert) <b>Person Informed</b> X. Kalaw <b>Audited by:</b> M.Dacuran Details		<b>Effect</b>  no traceability for the repair done on harness and may lead to worst defect
<b>Un-authorized Repair/ Hidden Repair</b> Conduct moving of clamp (YA-107-GR) on dimension process, near seq. 45. <b>Product:</b> GBJW-67-130 (6)-5 <b>Lot number:</b> 592N43 <b>Serial number:</b> 67		
<b>Car Model / Line No.</b> Mazda / 1032 <b>Date / Time</b> June 11, 2019 / 06:50am <b>Name / ID No.</b> Eloisa Quejada / 14-01823 <b>Shift / Group</b> NS/A <b>Batch No.</b> 134 <b>Process</b> Dimension Process <b>FAS or Agency; specify</b> FAS (acting Jr. Staff) <b>Person Informed</b> X. Kalaw <b>Audited by:</b> M. Dacuran Details		<b>Effect</b>  damaged parts
<b>Not following maximum sets on inspection process.</b> <b>Product Number:</b> GHR9-67-290(2)-5 <b>Lot Number:</b> 592P59 <b>G:</b> 50sets <b>NG:</b> 72 sets		
<b>Car Model / Line No.</b> Mazda / 1121 <b>Date / Time</b> June 11, 2019 / 09:30pm <b>Name / ID No.</b> Acosta Glecelyn / 16-PK08851 <b>Shift / Group</b> NS/A <b>Batch No.</b> 137 <b>Process</b> Appearance Process <b>FAS or Agency; specify</b> PKIMT <b>Person Informed</b> J. Magpayo <b>Audited by:</b> M.Casama Details		<b>Effect</b>  harness may fall and cause damaged parts
<b>Not following SOP</b> No good way of transferring harness to another polybox due to encountered NG polybox.		
<b>Car Model / Line No.</b> Mazda / 1114 <b>Date / Time</b> June 11, 2019 / 09:30pm <b>Name / ID No.</b> Cecilia Serio / <b>Shift / Group</b> NS/A <b>Batch No.</b> 220 <b>Process</b> Sub-Assy Process <b>FAS or Agency; specify</b> ADD EVEN <b>Person Informed</b> C. Diaz <b>Audited by:</b> C.Redondo Details		<b>Effect</b>  may cause outflow since it is not verified by superior
<b>Not following SOP</b> Associate turn-off the CPU when encountered DOTSU NG and hanged up PC on sub assy process.		
<b>Car Model / Line No.</b> Mazda / 1008 <b>Date / Time</b> June 11, 2019 / 02:15am <b>Name / ID No.</b> N/A <b>Shift / Group</b> NS/A <b>Batch No.</b> NS/A <b>Process</b> Sub-Assy Process <b>FAS or Agency; specify</b> N/A <b>Person Informed</b> X. Kalaw <b>Audited by:</b> M.Casama Details		<b>Effect</b>  wrong use of through clamp
<b>No available checker jig for thru clamp detection on sub 2 (TCL-155-V)</b> <b>Affected Product :</b> K156-67-290 K157-67-290		<b>Effect</b>  wrong use of through clamp