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|-------------------------|--------------------|-----------|-----------------------------|
| Full Name: (Last Name) | (First Name) | (M.I.) | Date: |
| Full Name: <u>Mutya</u> | <u>Manilyn</u> | <u>A.</u> | <u>02-01-2021</u> |
| I.D.#: | | | Batch #: |
| <u>18-03614</u> | | | <u>108</u> |
| Position: | | | Line # / Group: |
| <u>Jr. Staff</u> | | | <u>Hand Event</u> |
| SCORE: | <u>60/60 = 100</u> | | EVALUATION: |
| | | | <u>PASSED</u> <u>FAILED</u> |
| | | | NOTE: PASSING RATE IS 100% |

Essay questions.

1. What is your idea about abnormality?

This is a defect which is different from usual condition. Sometimes small thing, which may lead up to failed defective product, and will affect the quality of our business.

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

| | | |
|--------------|-------------------|---------------------|
| Exposed wire | Missing wiring | foreign material |
| TBO | Damaged connector | long dimension |
| cross wire | Missing component | short dimension |
| Loose taping | Damaged clamp | long short Band Cut |

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

1. stop the operation
2. Push the andon light
3. Click the NG Button on ISU
4. Fill up the final assembly paper from part X work.
5. fill up the defect tag and details of defect.
6. If there a tag tape removed and stick it at the back of red tag.
7. attach the red tag where the defect found.
8. endorse to the responsible person to bring it at the repair area.

As a leader how will you perform your part in the "Quality Fullwork System".

The Jr. Staff will verify the problem, Report the andon then conduct meeting, bring the defective product in the repair area, conduct checking, conduct investigation, make an immediate action, and formulate Countermeasure.

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

Possible to have explosion by car explosion, fire, mis-functioning of wires and may parts by harness via electrical, at missing harness or shorted.

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

Maka petikan po ang kita by kumpanya, at masaring mawala tayong mga customer, na kung saan ay mawala din ang maliit ang mga empleyado.

6. What is the meaning of "Always think that the next process is the customer."?

Ibig sabihin po nito, dapat hatiin palaging apatin ang fongawa natin sa process na ating ginagawa, ng sa ganun nagsasagot po at good ang ipagaganda nating output sa ating kasamang na process.

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 natutuksong 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 kategorya 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)

☒ **1 Due to delay operation**

Dahil sa pagkaantala ng operasyon.

☐ **Unwillingness to do their job.**

Hindi interesado sa kanilang trabaho

☒ **4 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.

☐ **They find the SOP hard to follow.**

Nahihirapan silang sundin ang mga SOP.

☐ **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.

☐ **Unaware of the "SOP"**

Hindi aware sa "SOP"

☒ **3 To be able to target the production efficiency.**

Para makamit ang production efficiency

☒ **4 As seen from other co-workers.**

Nakikita sa kapwa empleyado.

Others (Pls. specify) ang hinihikang sa isang NG, na puwede ng
maging output.

MARILEN A. MENDOZA

SIGNATURE OVER PRINTED NAME

02-01-2021

DATE

PLEDGE OF OBEDIENCE

Ako si, MARLEN A. MALTA, nagtatrabaho bilang JR. STAFF 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 responsable, 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 akin supervisor ng may mataas na konsiderasyon sa mga standard operating procedures at hindi kailanman ikukumpormiso ang pangangailangan ng kustomer, kalidad ng produkto at kaligtasan ng bawat empleyado.

MARLEN A. MALTA

Lagda sa ibabaw ng pangalan

2011-01-01

Petsa