

**FURUKAWA AUTOMOTIVE SYSTEMS LIMA PHILS. INC.**

Lima Technology Center, Lipa City, Batangas

INCIDENT REPORT FORM

ID Number: 13-0719	Complete Name: Pedutem, Alma G.	Section: Quality Control - Initial	Date of Incident: August 21, 2018	Date Issued: October 3, 2018
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Part 1: (To be filled-in by the Immediate Superior)

INCIDENT REPORT**VIOLATION:**

On August 21, 2018 it was reported that you allegedly did not notice the defect which is deformed insulation barrel because you rotated the shikakari too fast.

In view of the above, please explain in writing within 5 days or until October 10, 2018 why no disciplinary action should be imposed on you for violating company policy Section C No. 4 which states Failure to follow business standards, operation procedures, work instructions or work practices which may or may not result to damage of company property.

The allege offense is punishable by suspension ranging from one (1) to six (6) working days for 2nd offense.

(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 type="checkbox"/> 1 st Offense	<input checked="" type="checkbox"/> 2 nd Offense	<input type="checkbox"/> 3 rd Offense	<input type="checkbox"/> 4 th Offense	<input type="checkbox"/> 5 th Offense
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Issued by: Immediate Superior Signature over Printed Name	Noted by: Manager Signature over Printed Name	Received by Employee: Signature over Printed Name	Date Received: OCT. 05, 2018
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Part 2: (To be filled-in by concerned employee)

EXPLANATION

- I DIDN'T NOTICE THE DEFECT BECAUSE OF THE WAY I INSPECTED THE SHIKAKARI.
- BECAUSE I INSPECTED THE SHIKAKARI TOO FAST.
- BECAUSE START OF THE SHIFT, OUR LEADER REMINDED ALL THE INSPECTOR ALLOCATED IN O-13 TO LESSEN THE WIRE AS MUCH AS POSSIBLE BECAUSE IT WAS BEING LOGGED BY THE OTHER SHIFT, SO I TRIED TO LESSEN MY WIRE AND INSPECT AS MUCH AS I CAN NOT KNOWING THAT I FOCUSED MYSELF ON QUANTITY RATHER THAN QUALITY, THAT'S WHY I DIDN'T NOTICE THE DEFECT.

 Employee Name Signature over Printed Name	Date prepared: OCT 05, 2018	 Explanation received by: Signature over Printed Name	Date Received: OCT. 06, 2018
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FURUKAWA AUTOMOTIVE SYSTEMS
LIMA PHILIPPINES, INC.

INVESTIGATION REPORT QA-QC Initial Investigation Report

Noted By:

Reviewed by:

Prepared By:

Date Prepared: 08-21-18

☐ QA Detected

☐ Late Detection of Inspector

☒ QA Outflow

Process Detection: Paint Marking

Defect Name: Deformed Insulation Barrel

Defect Quantity: 1pc

Date/Time Encountered: 08-21-18

Car Model/Shift: Suzuki Shifit 1.5

Occurrence Process: Auto Crimping

Date/Cycle: 08-21-18 Blue Kanban

Details of Defect:

Machine No.: TK104

Product No.: 766W-S2290 (H)-1-P

Lot No.: 521171

Initial Sample of Operator: NA

Quality Check Lot: NA

Shikokari Details:

Terminal Name: SS 6701

Wire type & Size: Cross 0.15

Applicator No.: PS-5800

Responsible Persons:

Production:

Operator Name:

Length in the Process:

No. of occurrence Made by the operator:

QA-QC Initial

Inspector Name: Mina Rodriguez

Length in the Process:

Summary of Investigation:

ROOTCAUSE:

Miss-align test of wire

LEAKCAUSE:

Fast Rotation of Shikokari

Terminal Name:

ROOTCAUSE:

Instruct associates to check their output.

LEAKCAUSE:

Instruct the inspector to tighten the crimpation.
Give it why

Implementation Date:

Person In-Charge:

Implementation Date:

Person In-Charge:

No deformed Insulation Barrel	
GOOD	

Result of Sorting:

Affected Quantity: 1kanban 40pcs
Good: 39pcs NG: 1pc

Production Initial: h QA-QC Initial: h
After QA Inspection Hanger: h Secondary Process: h
Wire Completion: Picking:

Result of Sorting/Checking at Final Assembly Process

Line Affected:

Sub-Assy: V1/12 Dimension: h
Lay-out: QA-appearance: h

Total Defect at Final Assembly: Good: NG: