



FURUKAWA AUTOMOTIVE SYSTEMS LIMA PHILS. INC.

Lima Technology Center, Lipa City, Batangas

INCIDENT REPORT FORM

ID Number: 15-03047	Complete Name: Jenena Rose A. Caya	Section: PD-PD4 SUZUKI	Date of Incident: June 3, 2019	Date Issued: June 6, 2019
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Part 1: (To be filled-in by the Immediate Superior)

INCIDENT REPORT

On June 3, 2019, it was reported that you allegedly conducted Un-Authorized Repair/Hidden Repair conduct moving of clamp CL-3F400-B-D due to encountered short dimension as reported by I-Alert member named D. Tiemsem.

In view of the above, please explain in writing within 5 days why no disciplinary action should be imposed on you for violating the memorandum #HRGA-2018-04-14 Penalty for Major Non-Compliance.

The allege offense maybe punishable by 1 to 5 days suspension.

(Please explain in writing within _____ 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"/> 1st Offense	<input type="checkbox"/> 2nd Offense	<input type="checkbox"/> 3rd Offense	<input type="checkbox"/> 4th Offense	<input type="checkbox"/> 5th Offense
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Issued by: E. SABILLON Immediate Superior Signature over Printed Name	Noted by: Katherine O. Cabrera Manager Signature over Printed Name	Received by Employee: Jenena Rose A. Caya Signature over Printed Name	Date Received: 6/5/19
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Part 2: (To be filled-in by concerned employee)

EXPLANATION

the po si jenena rose caya. ay nakaportyon sa dimension nang mga arce na igat. natukla po ako ng i-alert na nagmove nang clamp. ung portion pang igat ay nasa minimum na sukat at loose po ang clamp nun. inisagust ko po nang kumple kasi loose clamp naman po/ movable clamp tung portion pang igat haw ay nagiging QA defect na minin nang ekeran kagay naginganaw ko po ako nang kagay nang minimum na sukat

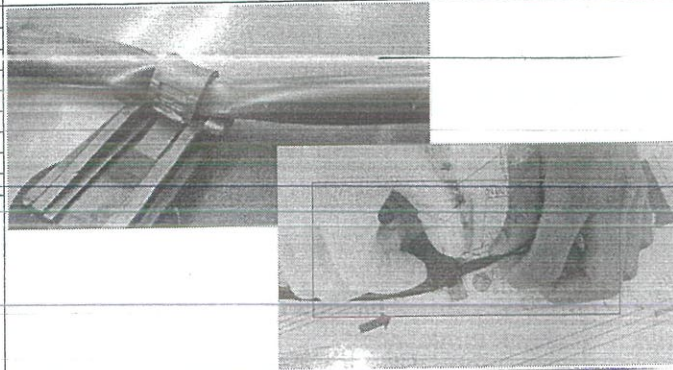
 Jenena Rose A. Caya Employee Name Signature over Printed Name	Date prepared: 6/5/19	 K. CABRERA Explanation received by: Signature over Printed Name	Date Received: 06-07-19
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i_Alert Audit Report

Picture

Action Taken

Model / Line No. Suzuki / 5101
 Date / Time June 03, 2019 / 03:40am
 ID No. Jenena Rose Caya / 15-03047
 Model / Group NS / A
 Batch No. 64
 Process Dimension Process
 FAS or Agency: specify FAS (Expert)
 Person Informed E. Sabihon
 Audited by: D. Tiemsem
 Details



Un-authorized Repair/Hidden Repair
 Expert conduct moving of clamp CL-3F400-B-D
 near seq. 331, due to encountered short dimension.
 Product: 36062-64P00
 Lot #: 59XX03
 Serial #: 00016