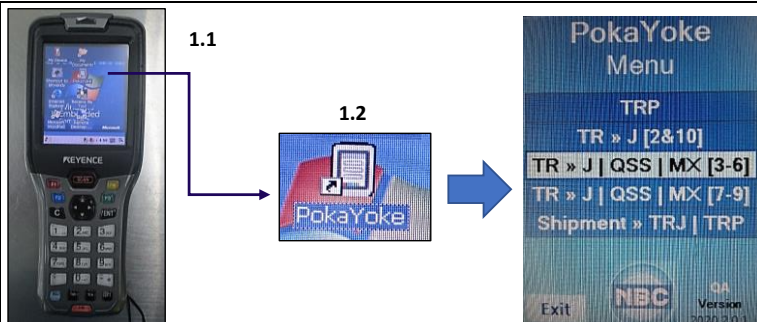
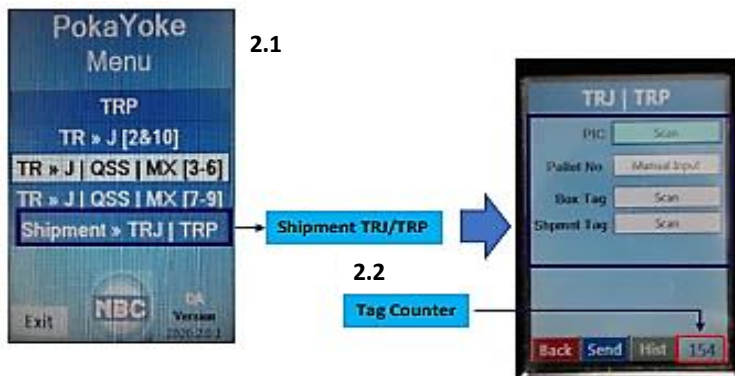

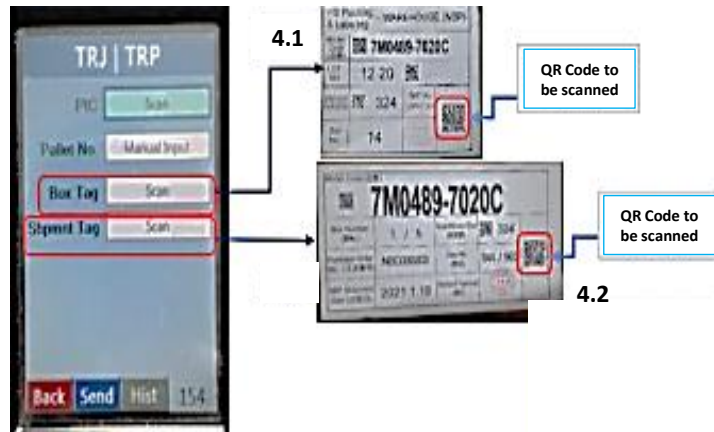


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	PokaYoke Scanning for TRP/TRJ Models, Repaired Units and PokaYoke Data Checking				
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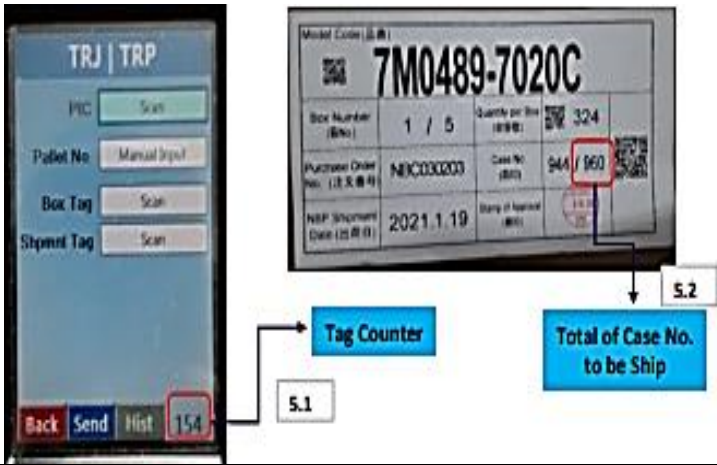
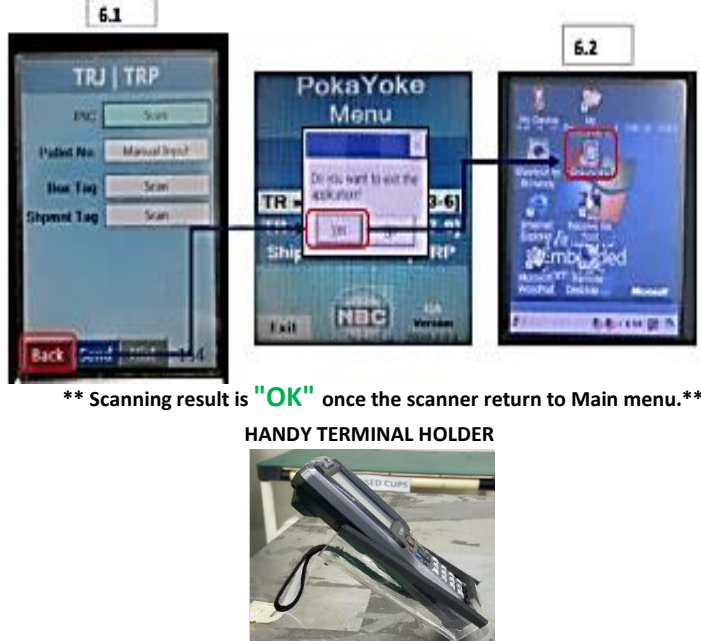
No.	Work Procedure/ Illustration						Records/Remarks/ Quality Pointers				
①	1.1 Get and use the Handy Terminal (Scanner) 1.2 Click/Open the Poka Yoke Program/Application						● PIC must handle properly the Handy Terminal.				
②	2.1 In the Poka Yoke Menu, Open/Click the " Shipment TRJ/TRP" 2.2 Tag Counter below in the right side of the Terminal Screen.						●Make sure that the shipment Counter is "ZERO" before start Poka Yoke Scanning ●If Noticed that the Tag Counter is not yet Zero, Inform the Leader to perform transferring the Data to PC.				
③	3.1 Go to the "PIC" section. Scan QR Code of QC Inspector. 3.2 Go to the "Pallet No." scan the QR code attached on cone serves as label of pallet.						**Borrowing and using of other ID is not allowed** ① ● Make sure that the scanned detail is same with the Actual. ***Scanning will be conducted once PCR are all completed				
④	4.1 Go to the"Box Tag" section and scan the QR Code of Warehouse Tag. 4.2 Go to the "Shipment Tag" section. Scan the QR Code of the shipment tag.						●PIC must check the revision of the Model ●Scan first the Warehouse Tag before the Shipment tag. ** If one of QR Code indicated in the tag does not match the Shipment tags, an "NG Result" will appear.  ** Inform immediate superior/leader if NG/abnormality during scanning was encountered**				
06/19/2021	1	Scanning of QR code for pallet number, downloading and Checking of scanned boxes before shipment		J. Basañez	D. Dadulla	R. Alcantara	A. Arañes	Prepare	Check	Approve	Noted
04/23/2021	0	Initial Issue		J. Basañez	D. Dadulla	R. Alcantara	A. Arañes	J. Basañez	D. Dadulla	R. Alcantara	A. Arañes
Eff./Rev. Date	Rev. No.	Details of change		Revise	Check	Approve	Noted	Est. date	04/23/2021		

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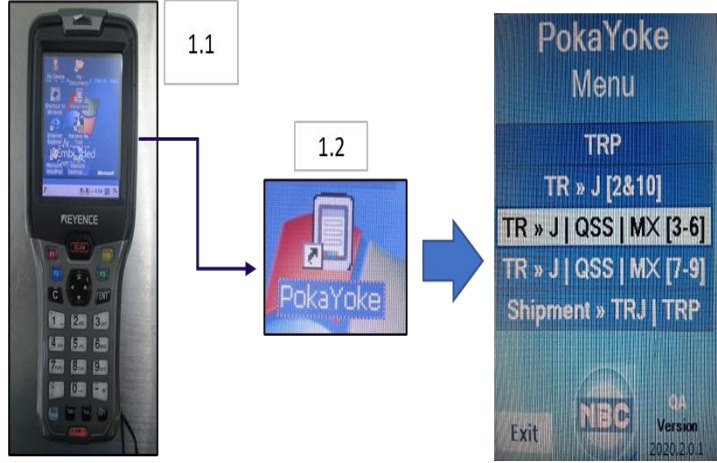
NBC (Philippines)
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DCC Stamp

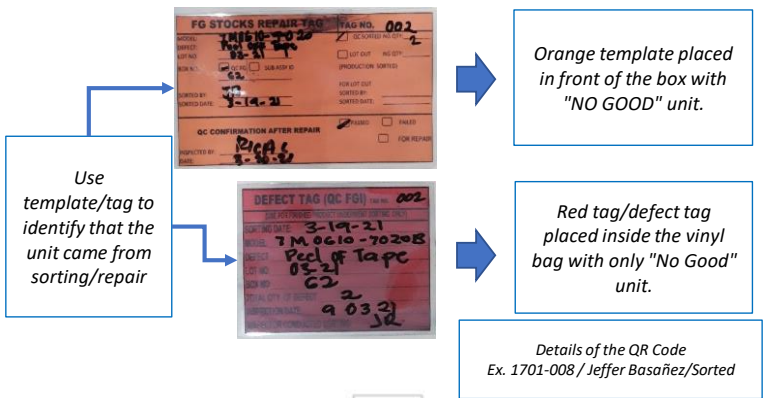
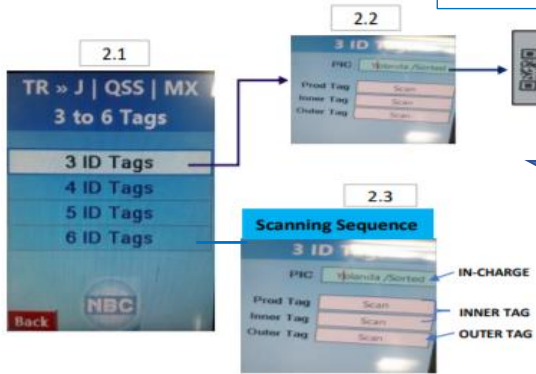


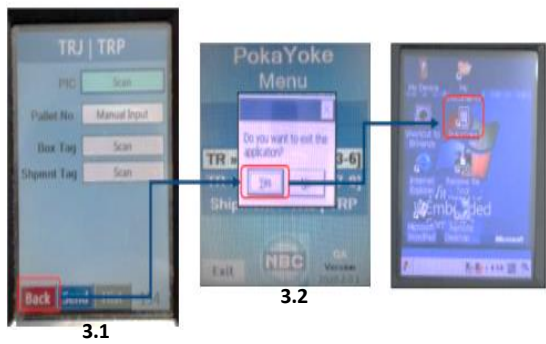

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No.	Work Procedure/ Illustration	Records/Remarks/ Quality Pointers
⑤	<p>5.1 Check the total quantity of scanned tag in "Tag Counter".</p> <p>5.2 Check the total "Case No."</p> 	<ul style="list-style-type: none"> Scanned tag quantity in the tag Counter must be tally with the total of case no. indicated in the label <p>NOTE: If there is a Discrepancy between the Tag Counter and Shipment Tag Total Case No., inform immediate superior/leader.</p>
⑥	<p>6.1 Click the "Back" to go to the Poka Yoke menu.</p> <p>6.2 Click the "Yes" to close the Poka Yoke application.</p>  <p>** Scanning result is "OK" once the scanner return to Main menu.**</p> <p>HANDY TERMINAL HOLDER</p>	<p>Remarks: Do not leave the Handy Terminal with "NG" result. Confirm with the Leader immediately.</p> <ul style="list-style-type: none"> Return the Handy Terminal to its designated holder after use.



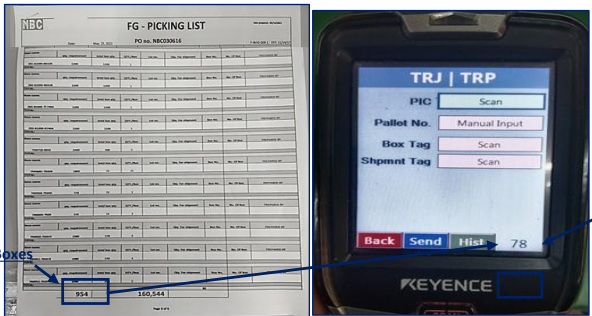
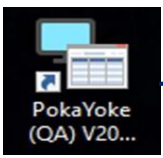


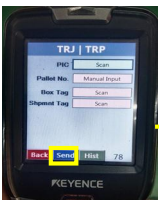
Scanning of Repaired Unit


①	<p>1.1 Get and use the Handy Terminal (Scanner)</p> <p>1.2 Click/Open the Poka Yoke Program/Application</p> 	<ul style="list-style-type: none"> PIC must handle properly the Handy Terminal.
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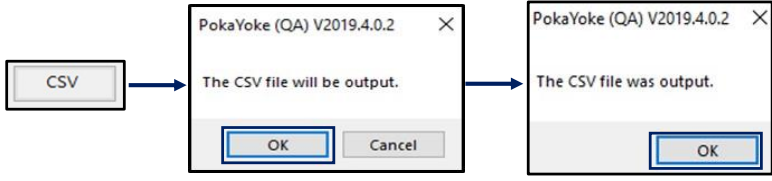

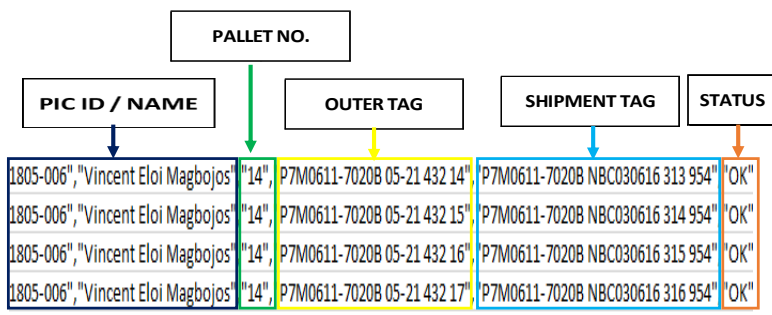

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No.	Work Procedure/ Illustration		Records/Remarks/ Quality Pointers
②	<p>2.1 Select the "Desired ID Tags"</p> <p>2.2 Go to the "PIC" section scan the QR Code of the assigned Leader</p> <p>2.3 Scanning Sequence</p>	 <p>Use template/tag to identify that the unit came from sorting/repair</p> <p>Orange template placed in front of the box with "NO GOOD" unit.</p> <p>Red tag/defect tag placed inside the vinyl bag with only "No Good" unit.</p> <p>Details of the QR Code Ex. 1701-008 / Jeffer Basañez/Sorted</p>  <p>For TRP Model use "TRP" format See below illustration**</p> 	<ul style="list-style-type: none"> PIC must check the revision of the model. For TRJ, TRQSS and TRMX model, scan first the inner tag 2 times, then scan the outer tag. <p>** If one of QR Code indicated in the tag does not match the Shipment tags, an "NG Result" will appear. See below illustration**</p>  <p>** Inform immediate superior/leader if NG or abnormality during scanning was</p>
③	<p>3.1 Click the "Back" to go to the Poka Yoke menu.</p> <p>3.2 Click the "Yes" to close the Poka Yoke application.</p>	 <p>** Scanning result is "OK" once the scanner return to Main menu.**</p> <p>HANDY TERMINAL HOLDER</p> 	<p>Remarks: Do not leave the handy terminal with "NG" result. Confirm with the leader immediately.</p> <ul style="list-style-type: none"> Return the Handy Terminal to its designated holder after use.

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No.	Work Procedure/ Illustration	Records/Remarks/ Quality Pointers
1	<p>1.1 Get the Handy Terminal (Scanner), Charger and USB Cable</p> <p>1.2 Put Charger to Handy Terminal (Scanner)</p> <p>1.3 Connect USB Cable to Handy Terminal (Scanner) and PC.</p>  <p>1.1</p> <p>Charger</p> <p>USB Cable</p> <p>Handy Terminal (Scanner)</p>  <p>1.2</p> <p>Rear View</p> <p>Front View</p> <p>1.3</p> <p>*Leader must check the Handy terminal (Scanner) Counter vs. Picking List if the total boxes is tally. (See below illustration)</p>  <p>FG - PICKING LIST</p> <p>TRJ TRP</p> <p>Counter</p> <p>Total of Boxes</p>	<ul style="list-style-type: none"> Shipment Person in-charge will inform the the leader if the shipment scanning is done. Make sure that the charger is plugged in before sending the data (downloading) from handy terminal to PC. <p><i>**If not Tally, check the details on the downloaded data stated on procedure number 3.</i></p>
2	<p>2.1 Click/Open the Poka Yoke Program/Application on PC.</p> <p>2.2 Click/Open the Poka Yoke Program/Application on Handy Terminal (Scanner)</p> <p>2.3 Select shipment TRP/TRJ</p> <p>2.4 Touch "Send" on HandyTerminal (Scanner) to start the transferring of data to desktop."</p>  <p>2.1</p>  <p>2.2</p>  <p>2.3</p>  <p>2.4</p>	

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No.	Work Procedure/ Illustration	Records/Remarks/ Quality Pointers
③	<p>3.1</p>  <p>3.1 Select "SHIPMENT"</p> <p>3.2</p>  <p>3.2 Choose the dates covered to download.</p> <p>3.3</p>  <p>3.3 Click "CSV" to start downloading the data, then click "OK" to confirm and click again the "OK" to confirm that the data was already downloaded.</p>	
④	<p>4.1</p>  <p>4.1 Go to desktop click/open "EXPORT SHORTCUT".</p> <p>4.2</p>  <p>4.2 Check the data.</p> <p>4.3</p>  <p>4.3 Save the data.</p>	<ul style="list-style-type: none"> ● Make sure that the scanned pallet number is correct vs. actual pallet location for the scanned boxes. ● Outer tag and shipment tag must be in correct order/sequence. **Inform immediate superior/leader once there is something wrong upon checking the data. ● If wrong, conduct re-scanning of boxes on the affected pallet. ● Saving of downloaded file should include the name who checked if the sequence is correct. "See below illustration" 