
	Process Name/ Title:		Document No:	WI-PRO-COM-001	
	PRODUCTION LOT STAMP (ENGRAVE)		Effective Date:	January 31, 2023	
	WORK INSTRUCTION		Rev. No.:	2	
	Product Code/Name: All	Customer Code: All	Page No.:	Page 1 of 1	

No.	Work Procedure/ Illustration	Records/Remarks/ Quality Pointers																																																																																																																												
	<p><b>Day</b></p> <table border="1"> <tr><td>Day</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td></td></tr> <tr><td>Symbol</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td>F</td><td>G</td><td>H</td><td>I</td><td>J</td><td></td></tr> </table> <table border="1"> <tr><td>Day</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td></td></tr> <tr><td>Symbol</td><td>K</td><td>L</td><td>M</td><td>N</td><td>O</td><td>P</td><td>Q</td><td>R</td><td>S</td><td>T</td><td></td></tr> </table> <table border="1"> <tr><td>Day</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> <tr><td>Symbol</td><td>U</td><td>V</td><td>W</td><td>X</td><td>Y</td><td>Z</td><td>a</td><td>b</td><td>d</td><td>e</td><td>f</td></tr> </table> <p><b>△ Year</b></p> <table border="1"> <tr><td>Year</td><td>2020</td><td>2021</td><td>2022</td><td>2023</td><td>2024</td><td>2025</td><td>2026</td><td>2027</td><td>2028</td><td>2029</td><td>2030</td><td>2031</td></tr> <tr><td>Symbol</td><td>0</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>0</td><td>1</td></tr> </table> <p><b>Month</b></p> <table border="1"> <tr><td>Month</td><td>Jan</td><td>Feb</td><td>Mar</td><td>Apr</td><td>May</td><td>Jun</td><td>Jul</td><td>Aug</td><td>Sep</td><td>Oct</td><td>Nov</td><td>Dec</td></tr> <tr><td>Symbol</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>O</td><td>N</td><td>D</td></tr> </table> <p><b>△ Example :</b></p> <p>Production Date: January 22, 2026</p> <div style="display: flex; align-items: center;"> <div style="margin-right: 20px;"> <p>Day : 22 ← <b>V</b></p> <p>Year : 2026 ← <b>6</b></p> <p>Month : January ← <b>1</b></p> <p style="text-align: center;"><b>Day, Year, Month</b></p> </div> <div>  <div style="background-color: red; color: white; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">V61</div> </div> </div>	Day	1	2	3	4	5	6	7	8	9	10		Symbol	A	B	C	D	E	F	G	H	I	J		Day	11	12	13	14	15	16	17	18	19	20		Symbol	K	L	M	N	O	P	Q	R	S	T		Day	21	22	23	24	25	26	27	28	29	30	31	Symbol	U	V	W	X	Y	Z	a	b	d	e	f	Year	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Symbol	0	1	2	3	4	5	6	7	8	9	0	1	Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Symbol	1	2	3	4	5	6	7	8	9	O	N	D	
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Jan. 31, 2023	2	Update Year symbol/ update customer code	C. Lalican	W. Carbillon	O. Merin	Prepare	Check	Approve
August 24, 2018	1	Easy Visualization of Day and Symbol to avoid confusion Transferred Work Instruction from MR Switch & Contact Switch Process to Common Production WI	L. Alarzar	M. Demiden	O. Merin	<i>Cala Palica</i> C. Lalican	<i>W. Carbillon</i> W. Carbillon	<i>O. Merin</i> O. Merin
Eff./Rev. Date	Rev. No	Details of change	Revise	Check	Approve	Est. date:	06/01/2017	

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