

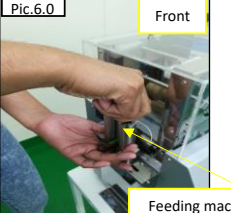
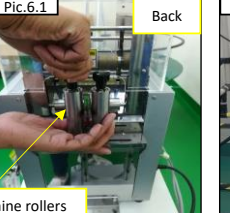

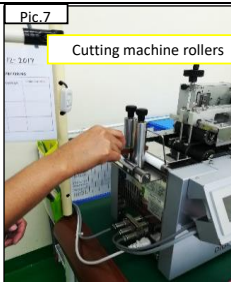
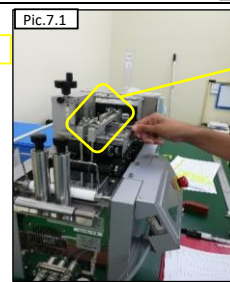
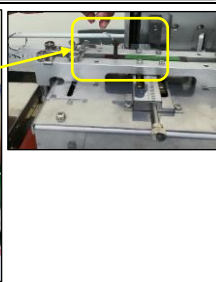

	Process Name/ Title:		Document No:		WI-PRO-CNC-049		
	Corrugated Tube Cutting / Process Flow				Effective Date:		
	WORK INSTRUCTION				May 16,2025		
	Product Code/Name:		Customer Code:		Rev. No.:	9	Page No.:
All		All					


No.	Work Procedure/ Illustration			Records/Remarks/ Quality Pointers																				
1	5's on working area		Before start of production, conduct 5's on working area																					
2	<ul style="list-style-type: none">Check the daily plotted plan in ID tag post. (Pic.1.0),Prepare the cutting ledger base on the plotted plan and check raw material availability. (Pic.1.1)	<div><div>Pic.1.0</div></div> <div><div>Pic.1.1</div><div>Cutting Ledger</div></div>	<p>Note: If raw materials are not available, request raw mat's to warehouse using Kanban request card.</p>																					
3	<ul style="list-style-type: none">Record the start time on Tube Cutting Daily Report (Pic.3.0) and Set-Up and Downtime Monitoring.(Pic.3.1)	<div><div>Pic.3.0</div><table><tr><td>Leader Signature</td><td>Start</td><td>Finish</td><td>Product Name</td></tr><tr><td></td><td>time</td><td>time</td><td>Production Lot No.</td></tr><tr><td></td><td>8:00</td><td></td><td></td></tr></table></div> <div><div>Pic.3.1</div><table><tr><th colspan="3">SET UP and EXPECTED DOWNTIME</th></tr><tr><th>TIME</th><th>DURATION (mins)</th><th>ACTIVITY</th></tr><tr><td>8:00-</td><td></td><td>A</td></tr></table></div>	Leader Signature	Start	Finish	Product Name		time	time	Production Lot No.		8:00			SET UP and EXPECTED DOWNTIME			TIME	DURATION (mins)	ACTIVITY	8:00-		A	<p>F-PRO-CNC-005 - Tube cutting daily report</p> <p>F-PRO-CNC-004 - Set up and downtime monitoring</p>
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4	<ul style="list-style-type: none">Perform machine checking and record the end time on Set-Up and Downtime Monitoring after machine checking. (Pic.4.0)	<div><div>Pic.4</div><table><tr><th colspan="3">SET UP and EXPECTED DOWNTIME</th></tr><tr><th>TIME</th><th>DURATION (mins)</th><th>ACTIVITY</th></tr><tr><td>8:00 - 8:02</td><td></td><td>A</td></tr></table></div>	SET UP and EXPECTED DOWNTIME			TIME	DURATION (mins)	ACTIVITY	8:00 - 8:02		A	<p>F-PRO-CNC-004 - Set up and downtime monitoring</p> <p>Note: In case of abnormality encountered during machine checking, follow STOP-CALL-WAIT Procedure-GL-PRO-SHM-011</p>												
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5	<ul style="list-style-type: none">For machine set up, record the set up and adjustment start time on Set-Up and Downtime Monitoring. (Pic.5.0)	<div><div>Pic.5</div><table><tr><th colspan="3">SET UP and EXPECTED DOWNTIME</th></tr><tr><th>TIME</th><th>DURATION (mins)</th><th>ACTIVITY</th></tr><tr><td>8:00 - 8:02</td><td></td><td>A</td></tr><tr><td>8:02-</td><td></td><td>B</td></tr></table></div>	SET UP and EXPECTED DOWNTIME			TIME	DURATION (mins)	ACTIVITY	8:00 - 8:02		A	8:02-		B	<p>F-PRO-CNC-004 - Set up and downtime monitoring</p>									
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6	<ul style="list-style-type: none">For jig set up in front and back of feeding machine roller, set the COT guide jig base on COT diameter on the feeding machine roller guide, (Pic.6.0)(Pic.6.1)Then adjust feeding machine roller gap base on diameter of COT.(Pic.6.2)	<div><div>Pic.6.0</div><div>Front</div></div> <div><div>Pic.6.1</div><div>Back</div></div> <div><div>Pic.6.2</div></div>	<p>Note: Use the right COT guide jig base on the COT diameter being use.</p> <p>Kindly refer to the matrix below:</p> <table><tr><th colspan="2">FEEDING MACHINE ROLLER GAP</th></tr><tr><th>COT Ø</th><th>GAP VALUE</th></tr><tr><td>Ø 5 No slit</td><td>0.6mm - 0.7mm</td></tr><tr><td>Ø 5 With slit</td><td>0.7 mm</td></tr><tr><td>Ø 7 No slit</td><td>0.8mm - 0.9mm</td></tr><tr><td>Ø 7 with slit</td><td>0.9 mm</td></tr><tr><td>Ø 10 No slit</td><td>0.11mm - 0.12mm</td></tr><tr><td>Ø 13No slit</td><td>0.14mm - 0.15mm</td></tr></table>	FEEDING MACHINE ROLLER GAP		COT Ø	GAP VALUE	Ø 5 No slit	0.6mm - 0.7mm	Ø 5 With slit	0.7 mm	Ø 7 No slit	0.8mm - 0.9mm	Ø 7 with slit	0.9 mm	Ø 10 No slit	0.11mm - 0.12mm	Ø 13No slit	0.14mm - 0.15mm					
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7	<ul style="list-style-type: none">Set the COT guide jig on cutting machine roller (Pic.7.0) and then set to COT cutting machine guide.(7.1)	<div><div>Pic.7</div><div>Cutting machine rollers</div></div> <div><div>Pic.7.1</div></div> <div></div>	<p>Note: Make sure all screw in cutting machine guide are properly lock after guide has been set to avoid length variation.</p> <p>Kindly refer to the matrix below:</p> <table><tr><th>COT Diameter</th><th>COT Guide Jig</th><th>Stopper Jig</th></tr><tr><td>5</td><td>Diameter 5</td><td>Diameter 5&7</td></tr><tr><td>7</td><td>Diameter 7</td><td>Diameter 5&7</td></tr><tr><td>10</td><td>Diameter 10</td><td>Diameter 10&13</td></tr><tr><td>13</td><td>Diameter 13</td><td>Diameter 10&13</td></tr></table>	COT Diameter	COT Guide Jig	Stopper Jig	5	Diameter 5	Diameter 5&7	7	Diameter 7	Diameter 5&7	10	Diameter 10	Diameter 10&13	13	Diameter 13	Diameter 10&13						
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05/16/2025	9	General Revision	E.Obniala	A.Ayop	W. Carbillon	Prepare	Check	Approve																
12/19/2024	8	Add checking of gap in Cot guide and use of tray	W. Bergado	C. Calayan	W. Carbillon																			
09/12/2023	7	Change length for no inspection from 300mm below to 400mm below	W. Bergado	C. Calayan	W. Carbillon																			
11/15/2022	6	Add the measurement of inside diameter and checking of machine stopper	M. Lipaopao	W. Bergado	O. Merin																			
Eff./Rev. Date	Rev. No.	Details of change	Revise	Check	Approve	Est. date:	08/04/2017																	

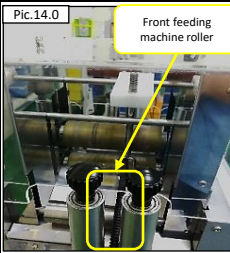
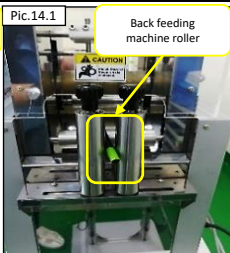
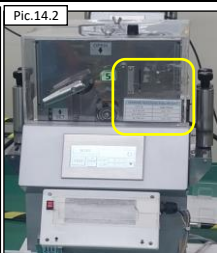

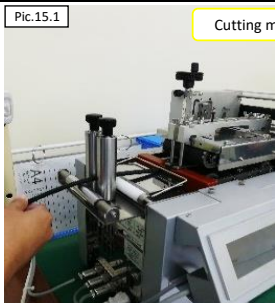




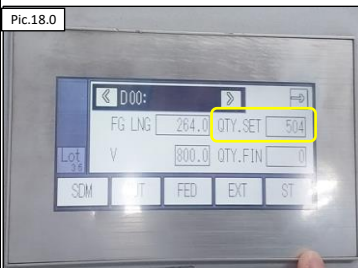


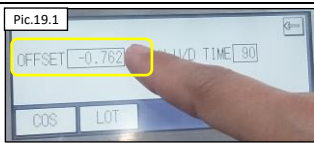
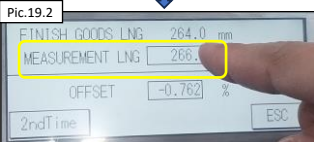
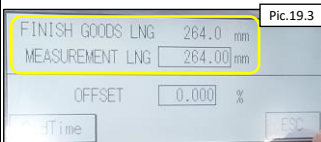
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	Corrugated Tube Cutting / Process Flow		Effective Date:	May 16,2025	
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	All	All			

No.	Work Procedure/ Illustration	Records/Remarks/ Quality Pointers															
8	<p>•Set the COT stopper jig in cutting machine for a running length of "below 300mm and above 300 mm".</p> <p>•For "300mm below"cover the table and use COT tray.(Pic.8.1)</p> <p>•For "300mm above" remove the cover</p>	<p>Note: Do not adjust the right side guide, and makesure there is no gap both side of the COT stopper.</p> <p>Note: Use the right stopper jig guide to prevent stuck up COT</p> <p>Kindly refer to the matrix below:</p> <table border="1"> <thead> <tr> <th>COT Diameter</th><th>COT Guide Jig</th><th>Stopper Jig</th></tr> </thead> <tbody> <tr> <td>5</td><td>Diameter 5</td><td>Diameter 5&7</td></tr> <tr> <td>7</td><td>Diameter 7</td><td>Diameter 5&7</td></tr> <tr> <td>10</td><td>Diameter 10</td><td>Diameter 10&13</td></tr> <tr> <td>13</td><td>Diameter 13</td><td>Diameter 10&13</td></tr> </tbody> </table>	COT Diameter	COT Guide Jig	Stopper Jig	5	Diameter 5	Diameter 5&7	7	Diameter 7	Diameter 5&7	10	Diameter 10	Diameter 10&13	13	Diameter 13	Diameter 10&13
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9	<p>•Set the height adjustment jig on corrugated cutting machine, hold the gap roller and rotate it counterclockwise (Pic.9) (Pic.9.1)</p>																
10	<p>•Put the COT height adjustment jig.(Pic.10) then adjust the gap roller base on tube diameter to scale (Pic.10.1)</p> <p>•Lock the machine after set up and adjustment (Pic.10.2)</p>	<p>Note: Do not forget to lock the machine after set up.</p> <p>If the tube is already set up no need to adjust roller and set up jigs.</p>															
11	<p>•Get the tube from warehouse using Kanban request card (Pic.11)</p> <p>•Use octa cart to transfer the tube to location (Pic.11.1)</p>	<p>Note: Make sure to follow FIFO (First In First Out)</p> <p>Note: Make sure that the parts have attached Kanban request card</p>															
12	<p>•Set the tube in loading saucer from octa cart (Pic.12) then get the tube to verify the inner diameter of tube using tapered gauge.(Pic.12.1)</p>	<p>Note: Checking of inner diameter is per roll.</p>															
13	<p>•After verification, set the tube in saucer guide (Pic.13.0) and get the tube to set into tube guide.(Pic13.1)</p>	<p>Note: Make sure to check the tube set up on saucer guide.</p>															

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14	<p>•From saucer guide set the tube on feeding machine roller for front and back .(Pic.14.0) (Pic.14.1)</p> <p>•Then adjust feeding machine roller gap base on diameter of COT.(Pic.14.2)</p> <div>    </div>	<p>Kindly refer to the matrix below:</p> <table border="1"> <thead> <tr> <th colspan="2">FEEDING MACHINE ROLLER GAP</th> </tr> <tr> <th>COT Ø</th> <th>GAP VALUE</th> </tr> </thead> <tbody> <tr> <td>Ø 5 No slit</td> <td>0.6mm - 0.7mm</td> </tr> <tr> <td>Ø 5 With slit</td> <td>0.7 mm</td> </tr> <tr> <td>Ø 7 No slit</td> <td>0.8mm - 0.9mm</td> </tr> <tr> <td>Ø 7 with slit</td> <td>0.9 mm</td> </tr> <tr> <td>Ø 10 No slit</td> <td>0.11mm - 0.12mm</td> </tr> <tr> <td>Ø 13No slit</td> <td>0.14mm - 0.15mm</td> </tr> </tbody> </table>	FEEDING MACHINE ROLLER GAP		COT Ø	GAP VALUE	Ø 5 No slit	0.6mm - 0.7mm	Ø 5 With slit	0.7 mm	Ø 7 No slit	0.8mm - 0.9mm	Ø 7 with slit	0.9 mm	Ø 10 No slit	0.11mm - 0.12mm	Ø 13No slit	0.14mm - 0.15mm
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15	<p>•From feeding machine roller guide set the tube on stand sensor (Pic.15.0)</p> <p>•From stand sensor set the tube on cutting machine. (Pic.15.1)</p> <div>   </div>	<p>Note: Tube must be inserted properly to work sensor</p>																
16	<p>•After setting of tube to cutting machine,</p> <p>•Press the "FED" (Feed) (Pic.16.0) on the panel and press "CUT" to remove excess COT tube.(Pic.16.1)</p> <div>   </div>																	
17	<p>•Set the machine parameter on the control panel (Pic.17.0)</p> <p>•Press "FG LNG" button to Input cutting length using cutting ledger as reference. (Pic.17.1)</p> <div>   </div>	<p>Note: Makesure to check the cutting ledger before input on the panel</p> <table border="1"> <thead> <tr> <th colspan="4">CUTTING LEDGER</th> </tr> <tr> <th>Model</th> <th>7M0487-7020C</th> <th>Rev. Qty.</th> <th>2</th> </tr> </thead> <tbody> <tr> <td colspan="4">Black Corrugated Tube (No slit) φ5; L=264±3</td> </tr> </tbody> </table>	CUTTING LEDGER				Model	7M0487-7020C	Rev. Qty.	2	Black Corrugated Tube (No slit) φ5; L=264±3							
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18	<p>•Press "QTY.SET" button to input quantity using kanban request card as reference then press forward arrow. (Pic.18.0) (Pic18.1)</p> <div>   </div>	<p>Note: For J.O and replenish, use identification tag as reference.</p>																
19	<p>•Press the forward arrow (Pic.19.0) to show the offset value (Pic.19.1)</p> <p>•Input the length measurement "MEASUREMENT LNG" (Pic.19.2) same with "FINISH GOODS LNG" to "0" OFFSET(Pic.19.3)</p> <div>     </div>																	

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No.	Work Procedure/ Illustration	Records/Remarks/ Quality Pointers
20	<div><div><div><div><div>Pic.20.0</div><div><div>D00:</div><div>FG LNG 264.0</div><div>QTY.SET 37</div><div>V 800.0</div><div>QTY.FIN 25</div><div>SOM CUT FED EXT ST</div></div></div><div><div>→</div></div></div><div><div>Pic.20.1</div><div><div>OFFSET -1.378</div><div>V.U/D TIME 120</div><div>COS LOT ENV</div></div></div><div><div>Pic.20.2</div><div><div>Lot Set Screen</div><div>QTY.SET 37</div><div>QTY.FIN 25</div><div>LOT.SET 25</div><div>ESC</div></div></div><div><div>Pic.20.4</div><div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>←</div><div>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	Process Name/ Title:		Document No:		WI-PRO-CNC-049	
	Corrugated Tube Cutting / Process Flow		Effective Date:		May 16,2025	
	WORK INSTRUCTION		Rev. No.:	9	Page No.:	5 of 5
	Product Code/Name:	Customer Code:				
	All	All				

No.	Work Procedure/ Illustration			Records/Remarks/ Quality Pointers									
25	<ul style="list-style-type: none">Press the andon button to call the attention of LL/SL to check the first 2 good length (Hatsomono). (Pic.25.0)(LL/SL will measure the length/checking of cross section cut/and tube appearance, Recording of actual length, judgement of cross section and verification of machine set-up. (Pic.25.1)			<p>Note: After checking, LL/SL or Freeman will scan their name as sign in daily report.(Confirmation of First 2pcs)</p> <p>Note: Leader will record the end time in daily report. (F-PRO-CNC-005 - Tube cutting daily report)</p> <table><tr><td>8:00 - 8:02</td><td></td><td>A</td></tr><tr><td>8:02 - 8:06</td><td></td><td>B</td></tr><tr><td>8:06 - 8:09</td><td></td><td>C</td></tr></table>	8:00 - 8:02		A	8:02 - 8:06		B	8:06 - 8:09		C
8:00 - 8:02		A											
8:02 - 8:06		B											
8:06 - 8:09		C											
26	<p>Proceed to mass production:</p> <p>For the tube with no inspection (300mm & below) Cover the table and get the plastic tray use to catch the tube.</p> <ul style="list-style-type: none">Start the machine and wait the tube to drop on the tray until reach the required bundle quantity.(Pic.26.0)Get the tube from the tray then start the machine before bundling of tube.(Pic.26.1)			<p>Note: For bundling (1mm-100mm) use plastic For bundling (101mm above) use rubber band</p>									
27	<p>For the tube (300mm and above) with 100% Inspection</p> <ul style="list-style-type: none">Start the machine and wait the tube drop into the box then get the COT from the box. (Pic.27.0)Check the length one by one until reach the required bundle quantity.(Pic.27.1)Bundle the tube quantity and put on the box, then start the machine to produce the next bundle quantity.(Pic.27.2) <p>Inspection Item: a) COT length b) Cross section c) Appearance</p>			 	<p>Refer to: COT Inspection Standard IS-PRO-CNC-006</p> <p>Note:"Immediately STOP the machine if the tube is stuck or tube is in near in cutting blade /tube did not drop after"</p> <p>"Do not hold the COT during cutting/running to avoid double cut or cut COT"</p>								
28	<p>After finishing one model:</p> <ul style="list-style-type: none">Operator must measure and check the last piece and put on the table.(Pic.28.0)Operator press the andon button to call the LL/SL to check the last piece.(Pic.28.1)LL/SL will check and record the actual length cross section cut (last piece) and scan their name to leader signature in daily report.(Pic.28.2)				<p>Note: Ensure that there are no remaining tubes on the table before starting the next model to avoid mixing.</p>								
29	<ul style="list-style-type: none">After checking of last piece, immediately put the last piece on the last bundle and put on the box.(Pic.29.0)Operator update the ID tag, daily report and set up downtime monitoring, machine checksheets,and summary of defects.(Pic.29.1)			<p>F-PRO-CNC-005 - Tube cutting daily report</p> <p>F-PRO-CNC-004 - Set up and downtime monitoring</p>									

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