

Process Name/ Title:

Proper set up of engraving pin

Document No:

WI-PRO-COM-013

WORK INSTRUCTION

Effective Date:

January 29, 2021

Product Code/Name: **ALL**

Name: Customer Code:

Rev. No.:

0

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		ALL	ALL	rage No.: rage rors
No.		\	Vork Procedure/ Illustration	Records/Remarks/ Quality Pointers
1	(C Actual da	ne date of engraving card. Day / Year / Month) example: ate: 24-2020-November ng lot: WON	Traproduct Country WON And Andrew Country A	Refer to WI-PRO-COM-001 for the reference of engraving lot stamp.
2	Select the app	engraving pin set storage. Propriate letter or number based rrent day, year and month.	Mirror view lab	
3	the righ	ngraving pin holder and slide to nt to remove it at the jig. e screw counter clockwise)		Operator is in-charge of set up and replacing engraving pin and holder prior production.
4	"left" label at t To remove th en	graving pin holder on the table, the top while "right" label at the bottom. ne engraving pin, unscrew the ngraving pin holder. e screw counter clockwise.)	LEFT	
5		ne engraving pin for replace. Day / Year / Month)	LEFT DY MRIGHT	

						Prepare	Check	Approve
						(Kong)	Moreno	(10)
						A. Ayop	D. Cornero	9. Merin
Eff./Rev. Date	Rev. No.	Details of change	Revise	Check	Approve	Est. date: January 29, 2021		



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Records/Remarks/ No. Work Procedure/ Illustration **Quality Pointers** Return the removed engraving pin to the storage box. Then, pick the needed 6 engraving pin. Check the color label of the engraving pin prior insertion to the engraving pin holder. 7 BLUE - right YELLOW - left Insert the engraving pin in reference to the 8 label color of the engraving pin holder jig. Check the orientation of engraving pin 9 based on the mirror view label attached at the storage box.

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Once done with insertion of engraving pin and checking its orientation, tighten the screw (clock wise) to secure the engraving pin.



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Records/Remarks/

Quality Pointers

lot is tally with the engraving card.

No. **Work Procedure/ Illustration** Check the engraving condition of the pin 11 through card board engraving. Ensure that the engraving Return the engravin pin holder at the jig. 12 (Slide to the left)

Tighten the butterfly nut to the engraving pin holder.

(rotate clockwise)

Ensure that engraving pin holder is securely lock to avoid producing unreadable engrave.

Secure the engraving pin holder to ensure 14 that it will not loosen during engraving process.



Check the condition of engraving lot using dummy coupler.



