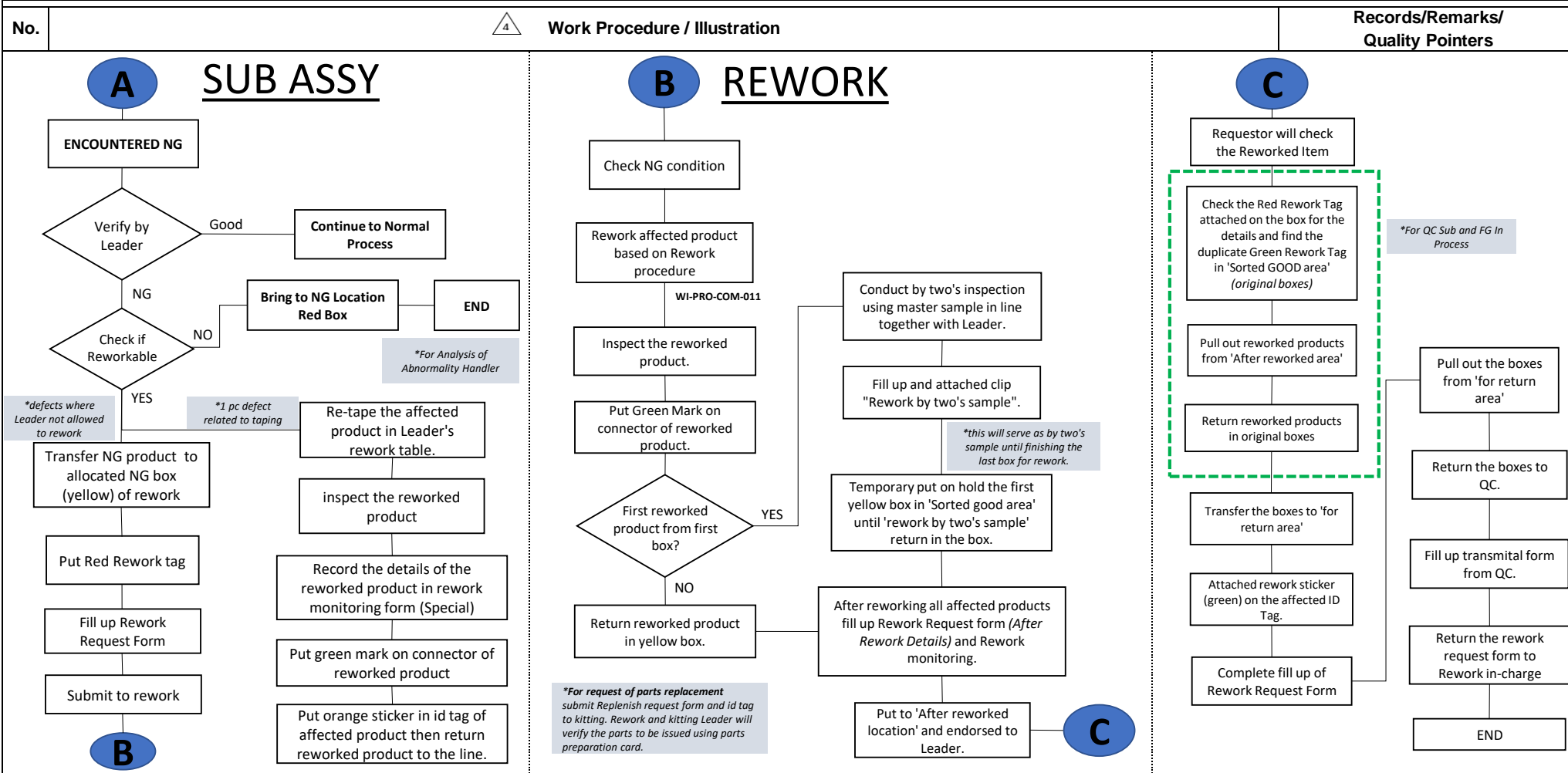




Process Name/Title: REWORK FLOW PROCEDURE		Document No:	WI-PRO-COM-009
WORK INSTRUCTION		Effective Date:	September 13, 2022
Product Code/Name: ALL	Customer Code: ALL	Rev.No.: 4	Page No.: 1 of 3



Sept. 13, 2022	4	General revision of page 1 and 2 in line with new rework layout and additional inspection on reworked product.	A.Ayop	O.Merin	O.Merin	Prepare	Check	Approve
June 18, 2022	3	Change repair process to rework.	A.Ayop	O.Merin	O.Merin			
May 10, 2021	2	Update flow for FGI/Warehouse and after repair the items	C.Recto	A.Ayop/D.Cornero	O. Merin			
October 23, 2020	1	Change Procedure for FGI / Warehouse	D. Cornero	O. Merin	O. Merin			
March 2, 2020	0	Initial Release of Document	D.Cornero	O. Merin	O. Merin			
Eff./Rev. Date	Rev. No	Details of change	Revise	Check	Approve	Est. date:	03/02/2020	

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Process Name/Title:

REWORK FLOW PROCEDURE

Document No:

WI-PRO-COM-009**WORK INSTRUCTION**

Effective Date:

September 13, 2022Product Code/Name:
ALLCustomer Code:
ALLRev.No.: **4**

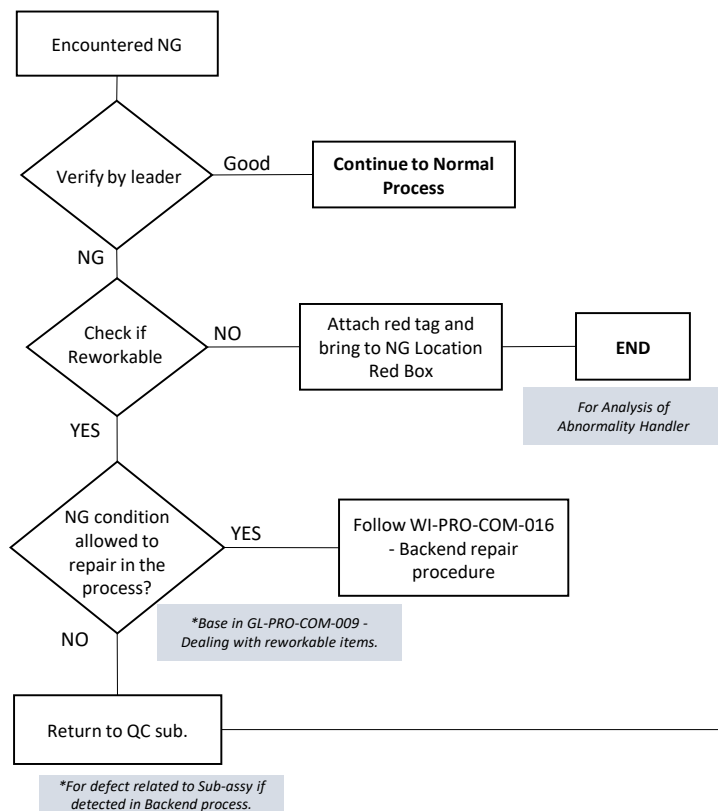
Page No.:

2 of 3

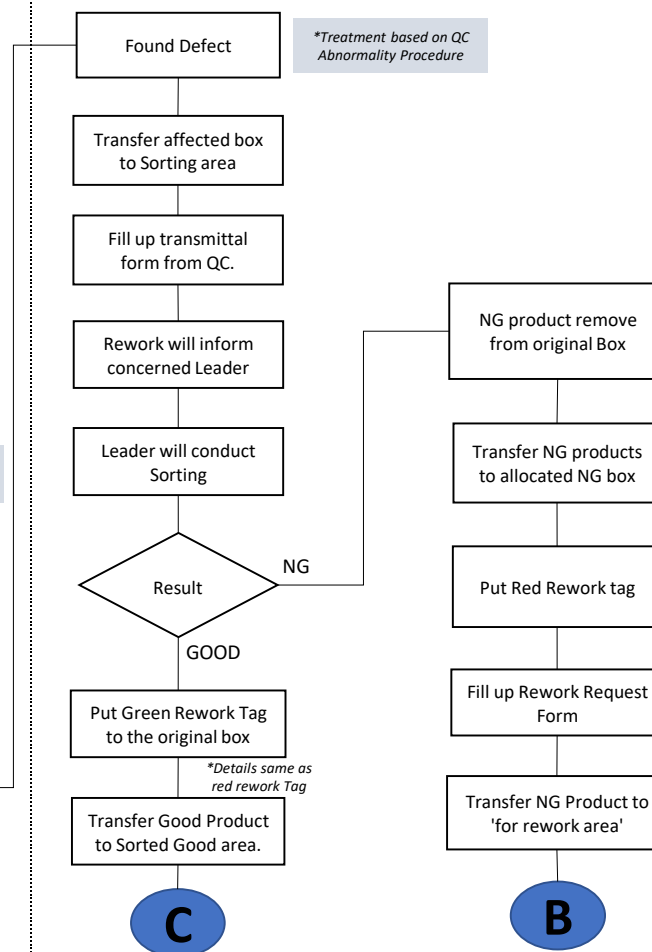
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 **Work Procedure / Illustration****Records/Remarks/
Quality Pointers**

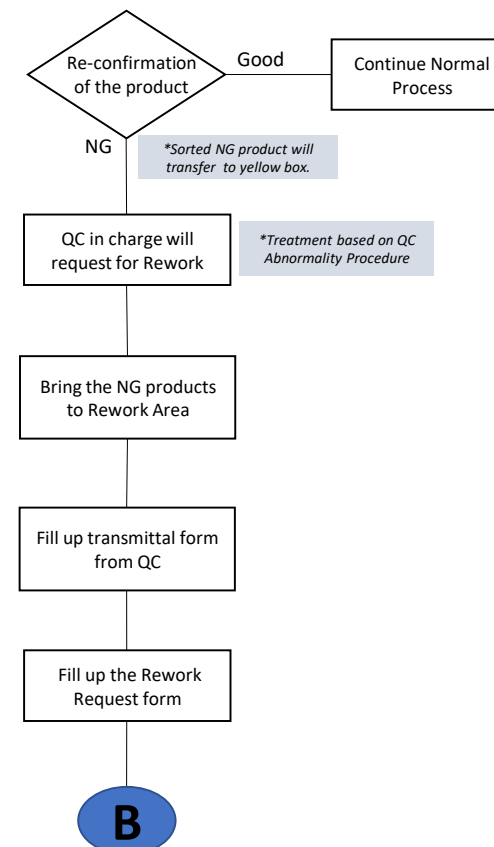
Other Section

(MR / CSW/ HM)

QC Sub/ QC FG In Process



FINISHED PRODUCT





Process Name/Title: REWORK FLOW PROCEDURE		Document No:	WI-PRO-COM-009
WORK INSTRUCTION		Effective Date:	September 16, 2022
Product Code/Name: ALL	Customer Code: ALL	Rev.No.: 4	Page No.: 3 of 3

No.	Work Procedure / Illustration	Records/Remarks/ Quality Pointers
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NBC CAR TECHNOLOGY PHILS.CORP
PRODUCTION DEPARTMENT

F-PRO-COM-039-3 Eff: 06/18/22

A CTRL # : RP- _____

REWORK REQUEST FORM

For Rework Details:

Date requested: **B** Shift: **C** Model: **D**

Operator: **E** Jig #: **F**

Defect Name: **G** Defect Found: **H**

*Affected Part: **I** Sub Assy ☐

Affected ID No. **J** Qty: **K** QC Sub ☐

QC FG **L** Others ☐

Total Qty : _____

DEFECT ANALYSIS

Reason of Occurrence **L** Actions **M**

*Endorsed by:	Requested by: N	Checked by:	Approved by:
QC Leader	Leader	SL / ASV	SV
*(Name/Signature)	*(Name/Signature)	*(Name/Signature)	*(Name/Signature)

After Reworked Details

Date Reworked: **O** Reworked condition: **Q**

GOOD ☐

NG ☐

Contents **P**

Dot Marking Confirmation: **R**

With Marking ☐

Without Marking ☐

Reworked by: S	Received by: T	Checked by: U	Recorded by: V
Rework In-charge	Leader In-charge	Senior Leader / ASV	Rework Clerk
*(Name/Signature)	*(Name/Signature)	*(Name/Signature)	*(Name/Signature)

HOW TO FILL UP REWORK REQUEST FROM

Rework Clerk (A)

- A. Ctrl # : RP ____ - Control Number will be given by the Rework Clerk.
- B. Date Requested - The date when the rework was requested.
- C. Shift - Affected Shift where the defect was found.
- D. Model - Affected Model of the Product Item
- E. Operator - Manpower who produced defect.
- F. Jig # : Affected Jig where the defect was produced.
- G. Defect Name - Problem of the product
- H. Affected Part - Affected part of the Defect
- I. Defect Found - Process where the defect found.
- J. Affected ID No. - affected ID tag Number.
- K. Quantity - Number of defect Product per Box . Total qty - Total number of Product for rework.
- L. Reason for Occurrence - Cause of defect, Why it happened
- M. Actions - Countermeasure for the defect.
- N. Signatories - If from QC - QC in charge will endorsed the product for production sorting.
Requestor will prepare the Request form (in case not the Original leader put the name of the original leader)
Senior Leader / Assistant Supervisor - Responsible in checking the Defect prior rework.
Supervisor - Approve the request after verifying the defect and rootcause of the defect and actions.

Accomplish by rework In charge (O-R)

- O Date reworked - Rework In-charge will put the date rework finished.
- P. Contents - Rework In-charge will indicate the rework procedure she make.
- Q. Rework Condition - Rework In-charge will check the box for the condition of the reworked item.
- R. Dot Marking Confirmation - Upon Leader verification of the actual item, Leader will check the presence of the green dot marking and check the Dot Marking confirmation box.
- S. Reworked by - Signature of the Rework In-charge who reworked the product.
- T. Leader - Only the allowed person who will receive the Reworked product . Also the one who will attach the rework sticker to the ID Tag.
-Responsible in submitting the rework request form to rework clerk.

Requestor (S-U)

- U. Senior Leader / Assistant Supervisor - Responsible in checking the condition of the reworked item.
- V. Rework Clerk - Responsible in recording the rework details after the rework process.

Rework Clerk (V)