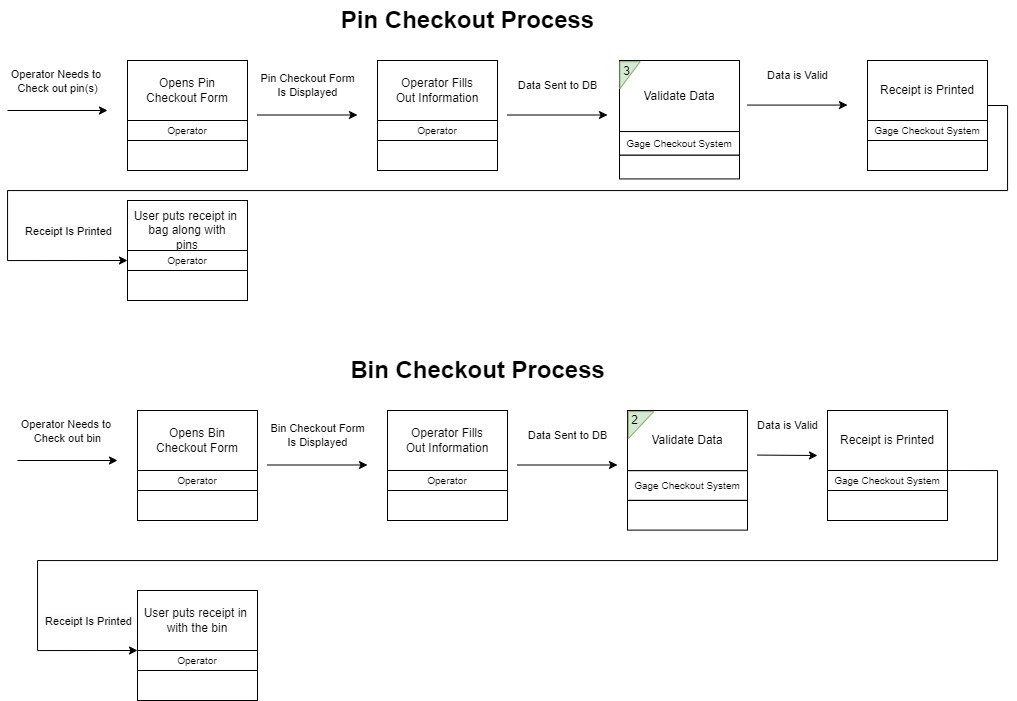
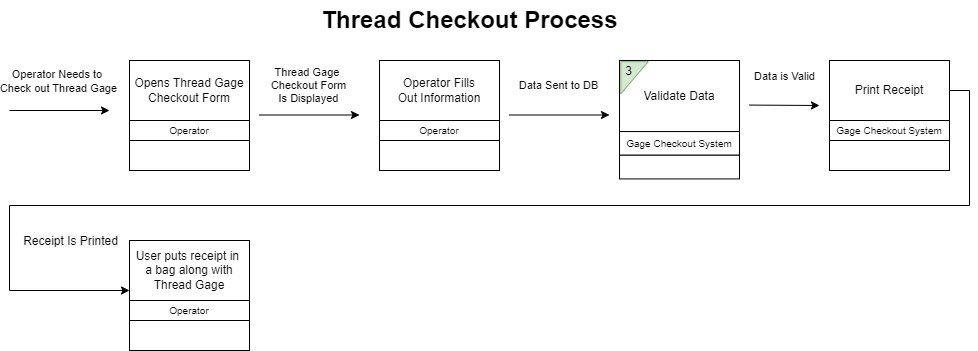
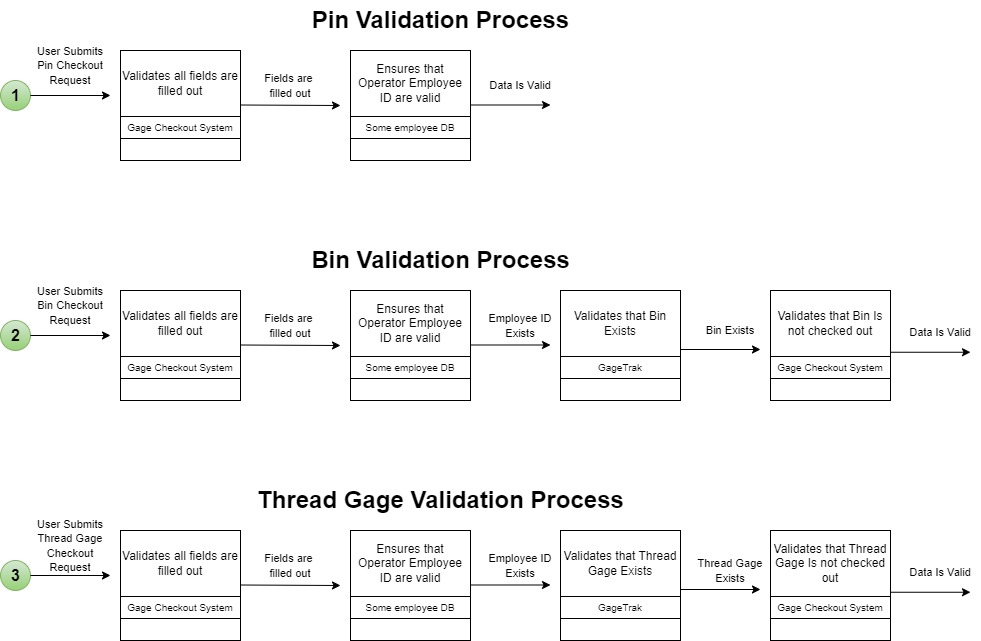
Please fill out the following fields:

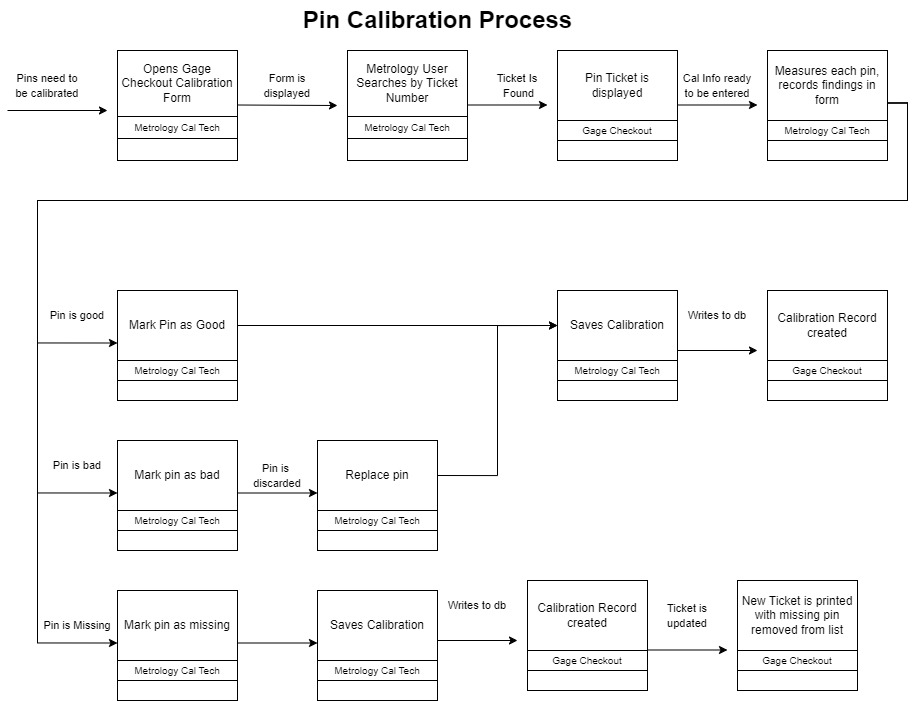
|  |  |
| --- | --- |
| Who is the sponsor of this project request? | Jason Krueger |
| Who is the customer of this project? | The operators on the floor in the Coon Rapids facility. |
| State the problem or opportunity you would like to solve? | To replace the outdated analog library system for checking out pins, pin bins, and thread gages. |
| What is the current state – provide additional background about the issue. | Currently, we have an untenable library system for checking out pins, pin bins and thread gages. Operators have to fill out a paper form and give a carbon copy of that form to the metrology calibration techs.  The system is untenable because it is outdated. It was created a few decades ago when rms was about 1/10th the size it is today. Calibrations take too long because the calibration techs have to search through a stack of paper to find the correct form.  There is also no traceability. There is no way to know six months from now who checked out what or when it was calibrated unless you do a laborious search through several zillion scanned images. |
| What is the proposal and the goals/deliverables? | To create an online system whereby operators can check out the gages they need with little to no training.  To have a system that allows calibration techs to easily search, find, calibrate and update these transactions.  For data integrity, the system should be able to validate both employee ids in some back-end data store, and also pin bins and thread gages in the GageTrak system, (or, possibly in the future, 1Factory). |
| Date needed? | As soon as is reasonably possible. There is no hard date. |
| Potential (internal or external) resources required? | We will need a network-enabled computer and a receipt printer for each end-user station. (1 to begin with).  Will need a network-enabled computer and a receipt printer for the calibration tech room.  Will need a network-enabled laptop with wi-fi enabled and a receipt printer for the calibration tech cart, which is moved all over the shop. |
| Estimated cost and benefit? | The price of three computers and three receipt printers.  The time, (and therefore cost in salary), of the person who is writing the system.  The benefits and cost savings are as follows:   * No longer having to pay for the on-going printing of paper tickets * Increased data integrity with employee and GageTrak integration * Increased searchability / better traceability * Increased efficiency for calibration techs |
| What are the risks? | Unknown |
| Impacted stakeholders? | Metrology department, (who will code and maintain the codebase).  Metrology calibration techs, (who will be using the system to check-in and calibrate the gages).  Operators, (who will be checking out/in the gages). |
| Potential constraints (time, resources, money, technology)? | Money (We spend approximately $10,000 per year on printing costs alone for all the tickets we use.)  Time (it will take far less time to perform the calibrations when the calibration tech doesn’t have to go rifling through a stack of tickets) |
| Additional comments to help explain your request better. (Please attach supporting documentation). |  |

Universal Process Notation (UPN):

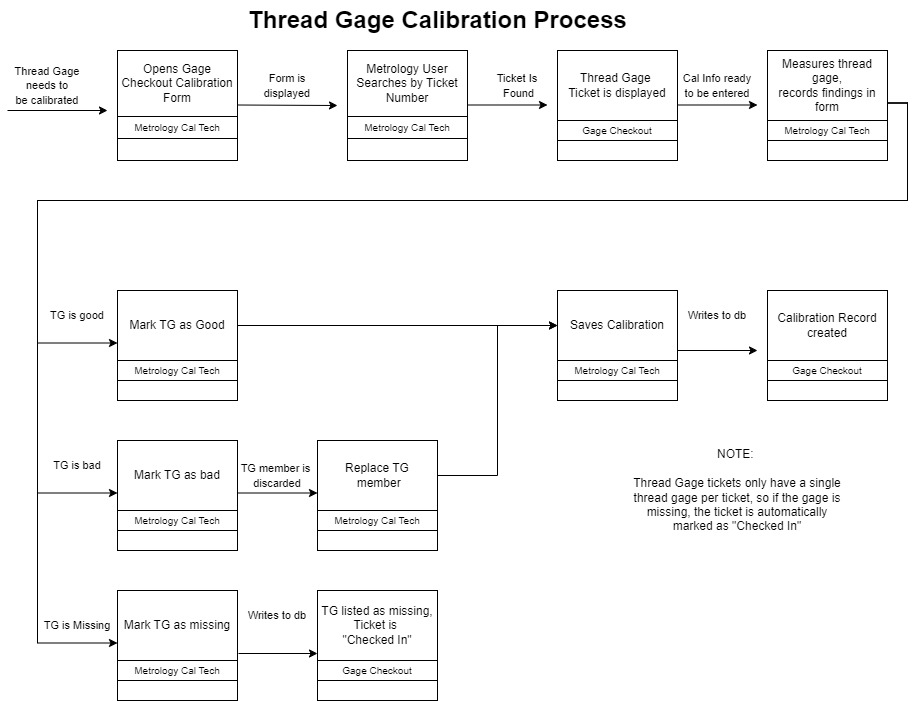


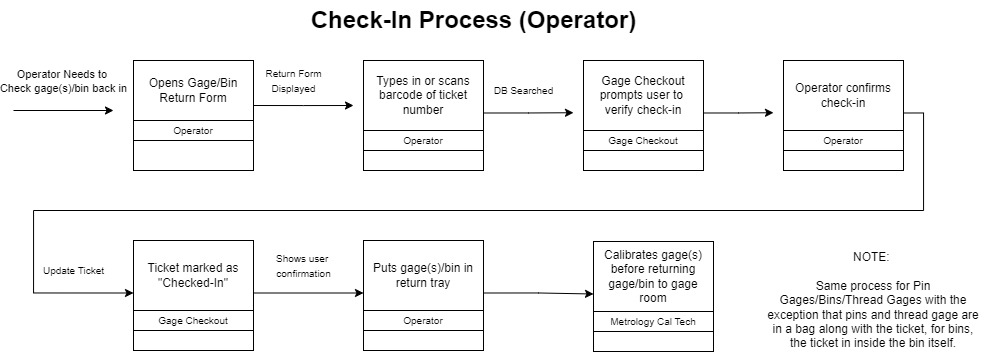


****

****

**A diagram of a process

Description automatically generated**

****

**A diagram of a check-in process

Description automatically generated**

**For IT Use Only:**

|  |  |
| --- | --- |
| Developer |  |
| External Support |  |
| Internal Support |  |
| Business Owner |  |
| IT Owner/BA |  |
| Start Date |  |
| End Date |  |
| Hours Estimate Internal |  |
| Hours Estimate External |  |