

## HƯỚNG DẪN KIỂM SOÁT TÀI LIỆU, THÔNG TIN KHÁCH HÀNG VỀ ROHS

000/9-WI-001

Ver:02

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Effective date: 06-Apr-09

**I. Purpose:**

Guidline for establish and maintain the controlling document and information from customer about ROHS

**I. Scope:**

This document is apply on :

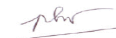
- Document of ROHS from supplier
- Document of ROHS from customer
- All concerned section

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Checked by:

Approved by: Nguyen Huu Phuong Van

Date : 06 Apr 2010



Prepared by : Khuong Phan Thy Quyen

Date: 06- Apr-09

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## III./ Content

| No | Concerned section  |   |   | Description  |
|----|--|---|---|--|
|    | PLN  | PRD   | QAS   |  |
| 1  | Receive P/O from customer  |   |   | PLN receive P/O from customer and check whether Rohs requirement or not?   |
| 2  | Request customer sending working direction<br>Issue P/o sheet to PRD                             |   |   | 1./If Rohs requirement, PLN will request customer sending Working direction (if they did not attach with P/O)<br>2./PLN will issue P/O sheet to ISD to make Material Code  |
| 3  |  | Made master list of material's code with remark "Rohs Requirement"                                    |   | ISD will made master list of Material 's Code, Remark Rohs requirement of each material  |
| 4  |  | Review  |   | Manager of PRD will recheck masterlist   |
| 5  | Request supplier sending certification of Rohs (follow remark in master list of material's code) |   |   | 1./After receive masterlist of material's Code, PLN will order material and request supplier send certification of Rohs if have remark " Rohs requirement" in masterlist<br>2./PLN will issue Manufacturing  |
| 5  | Issue Manufacturing Plan with remark "Rohs compliance"   |   |   | 1./After receive masterlist of material's Code, PLN will order material and request supplier send certification of Rohs if have remark " Rohs requirement" in masterlist<br>2./PLN will issue Manufacturing  |
|    | Review   |   |   | Manager of PLN will review Manufacturing Plan  |
| 6  |  | Issue working Direction in FOV<br>Issue declaration sheet base on certification of Rohs from Supplier | Input information of Rohs into master list control Rohs | 1./PRD will issue Working Direction in FOV base on Working Direction of customer and send to QA for packing and shipping<br>2./PRD will issue Declaration sheet base on summarize information of Rohs certification and send to QA 'EMS to review ( especially for China Rohs)<br>3./QA will collect certification Rohs of material from PLN and input into masterlist by every product. |
| 7  |  | Review  | Record  | 1./EMS' PIC will review information in declaration sheet and send to QA line Eng to packing and shipping<br>2./EMS'PIC will Recore evidence of ROHS  |
| 8  | Made shipping schedule   |   |   | Base on Form Rohs compliance was sent from EMS'PIC, PLN will issue Schedule shipping   |
| 9  | Send to PIC of EMS for sign  |   | Send to QA use for shipping                             | PIC of EMS will sign on shipping schedule ( ROHS satisfy)<br>QA Eng line use Working direction, guide for operator in Rohs Requirement product shipping  |
| 10 |  | Shipping  |   |  |

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## HISTORY REVISION

| Date:     | PIC              | Old content | New Content          | Reason change   |
|-----------|------------------|-------------|----------------------|-----------------|
| 18-Aug-07 | Khuong P.T.Quyen |             |                      | New issue       |
| 5-Apr-09  | Khuong P.T.Quyen |             | Revise Function Code | TL 9000 project |

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