



UGEE CHEMICALS

Trainee:

Role:

EMPLOYEE STEP UP CARD FOR LINE CLEARANCE & CHANGE OVER

James Ogunsehin
Process Engineer

Skill Owner James OgunsehinQualifier: Alawode Olujide

S/N	Skill Block/Skill	Knowledge/Task/Skill	Target	Self Evaluation		First Evaluation		Final Evaluation	
			Profic.	Date	Evaluation	Date	Evaluation	Date	Evaluation
1	FHC PSG QA - LINE CLEARANCE AND CHANGE OVER SOP	1 Has pass the writing qualification of the line clearance and change over sop	3		1 2 3 4 5		1 2 3 4 5		1 2 3 4 5
		2 Can explain the purpose of the line clearance and change over sop,his responsibility and execute appropriately	3	1/23	1 2 3 4 5	1/23	1 2 3 4 5	1/23	1 2 3 4 5
		3 Can demonstrate the changing of pin holes according to the plan SKU	3	1/23	1 2 3 4 5	1/23	1 2 3 4 5	1/23	1 2 3 4 5
		4 Can define and explain 3M quality related loses- Mispick, Miscode, Mislablel	3	1/23	1 2 3 4 5	1/23	1 2 3 4 5	1/23	1 2 3 4 5
		5 Can explain the line clearance procedure and record appropriately the line clearance and change checklist	3	1/23	1 2 3 4 5	1/23	1 2 3 4 5	1/23	1 2 3 4 5

Signature of Trainee

Date of Qualification

[Signature]
4/12/23

Signature of Qualifier

Date of Qualification

[Signature]
5/12/23

SOP OWNER	QA APPROVAL	HS&E APPROVAL	AUTHORISATION
<u>[Signature]</u> Bankole Peter	<u>[Signature]</u> Alawode Olujide	<u>[Signature]</u> Adebiyi Adedoyin	<u>[Signature]</u> Ogunrinde Adebayo
Date:	Date: 11-2-2022	Date: 11th Feb, 2022	Date: 15th Feb, 2022