



KANEPACKAGE PHILIPPINE INC.

## MINUTES OF THE MEETING

Date: Dec 19, 2022 Time Start: 10:05 Time Finished: 10:20 Venue: Du-art area

### ATTENDEES:

| Name                  | Dept. | Sign        | Name | Dept. | Sign |
|-----------------------|-------|-------------|------|-------|------|
| Mark Allen Linares    | Prod  | [Signature] |      |       |      |
| MORIEL RECONTE        | PROD  | [Signature] |      |       |      |
| MARTINEZ DEIN         | Prod  | [Signature] |      |       |      |
| ALBERT ANGELO ALMIRAL | Prod  | [Signature] |      |       |      |
| JAMES ALBANO          | Prod  | [Signature] |      |       |      |
| RONALD TOROCHINO      |       | [Signature] |      |       |      |

### AGENDA:

orientation about the corrective actions for miss-align cut

### MINUTES:

- > Discuss about proper set-up of machine.
- > always check the condition of the machine before starting work.
- > always inform the sub leader when there is a problem with the machine.
- > orient the operator regarding the issue.
- > Request PM for the machine every 6 months.
- > Request to Engineering DIC for the repair of missed Feeder Belt.



|               |              |               |
|---------------|--------------|---------------|
| PREPARED BY : | CHECKED BY : | APPROVED BY : |
| F. PIDO       | M. ANDRIYEV  |               |

|                      |  |                                   |             |                              |    |                 |       |
|----------------------|--|-----------------------------------|-------------|------------------------------|----|-----------------|-------|
| SORTING DATE :       |  | 12/16/2022                        |             | LOCATION :                   |    | OQA             |       |
| CUSTOMER NAME :      |  | EPSON PRECISION PHILS. INC. (IJP) |             | NO.OF MANPOWER :             |    | 1               |       |
| SUPPLIER NAME :      |  | KP LIMA                           |             | QA IN-CHARGE :               |    | F. PIDO         |       |
| ITEM DATE RECEIVED : |  | 12/16/2022                        |             | TOT. SORTING HOURS :         |    |                 |       |
| P.O. # :             |  | N/A                               | D.R. #      | N/A                          |    | LOT SIZE        |       |
| SORTING REPORT       |  | START                             | 08:30:00 AM | TOTAL GOOD QTY ( IN PCS. )   | 28 | REJECT RATE (%) | 0.00% |
|                      |  | FINISHED                          | 08:40:00 AM | TOTAL REJECT QTY ( IN PCS. ) | 0  |                 |       |
| SORTING REASON       |  |                                   |             |                              |    |                 |       |
|                      |  | MISALIGN DIE CUT                  |             |                              |    |                 |       |
|                      |  |                                   |             |                              |    |                 |       |
| SORTING INSTRUCTION  |  |                                   |             |                              |    |                 |       |
|                      |  |                                   |             |                              |    |                 |       |
|                      |  | 100% INSPECTION                   |             |                              |    |                 |       |
|                      |  |                                   |             |                              |    |                 |       |
|                      |  |                                   |             |                              |    |                 |       |

[illegible]

*Note: All details must be filled-up completely. Submit this form to Line Leader immediately after accomplishment.*