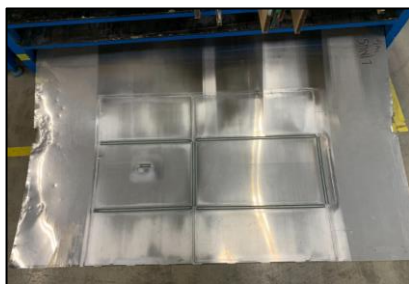


REMINDER

MINUTES OF THE MEETING			
Date:	Time Start:	Time Finished:	Venue:
230421	7:25 am	7:30 am	DIEUT AREA
ATTENDEES:			
Name	Dept.	Sign	
1. <i>[Signature]</i>	Dept.	<i>[Signature]</i>	
2. <i>[Signature]</i>	Dept.	<i>[Signature]</i>	
3. <i>[Signature]</i>	Dept.	<i>[Signature]</i>	
4. <i>[Signature]</i>	Dept.	<i>[Signature]</i>	
5. <i>[Signature]</i>	Dept.	<i>[Signature]</i>	
6. <i>[Signature]</i>	Dept.	<i>[Signature]</i>	
7. <i>[Signature]</i>	Dept.	<i>[Signature]</i>	
8. <i>[Signature]</i>	Dept.	<i>[Signature]</i>	
9. <i>[Signature]</i>	Dept.	<i>[Signature]</i>	
10. <i>[Signature]</i>	Dept.	<i>[Signature]</i>	
AGENDA:			
MINUTES:			
ONCE ANALYSIS			
W1: CRACKING OCCUR AT DIEUT MACHINE FOR THE ITEM JINIBWOOD LAWS FOR AMERICA			
W2: WHEN OPERATOR HOLDS THE ITEM, A CRACK IS ENCOUNTERED IN JINIB-AUTO BALING PROCESS AND THE ITEM HAS A CRACK ON ITS FOLDING SIDE			
W3: CRACKING OCCUR DUE TO THE SET UP (PLATE AND PATTERN SHEET) THEY USED. THE OPERATOR DIDN'T START FROM THE BEGINNING OF FOLDING -SETTING (BACK TO ZERO) WHEN THEY PUT THE NEW STEEL PLATE IN THE DIEUT AND STILL THEY USED AN OLD PATTERN SHEET.			
W4: THE OPERATOR KNOW THAT WHEN THE BLADE IS NEW AND THE PATTERN SHEET IS ALSO NEW HOWEVER, THEY ARE UNAWARE OF THE PROCEDURE FOR WHEN THE PLATE IS NEW. THEY SHOULD ALSO GET A NEW PATTERN SHEET AND START FROM THE BEGINNING OF SET UP.			
ACTION PLAN:			
* RE-ORIENT THE DIEUT OPERATOR REGARDING THE CRACKING ENCOUNTERED AND THE PROPER PROCEDURE IN SETTING UP THE MACHINE.			
* WHETHER THE BLADE OR PLATE IS NEW, AUTOMATICALLY THE PATTERN SHEET SHOULD ALSO NEW OR IF THEY USED A GOOD QUALITY PATTERN SHEET OPERATOR MUST REMOVE THE BACKING TAPE IN THE PATTERN SHEET AND REPLACE A NEW ONE. HOWEVER, OPERATOR MUST SET UP THE MACHINE FROM THE BEGINNING (BACK TO ZERO SET UP).			
* PUTTING OF REMINDER IN THE DIEUT AREA ABOUT USING OF NEW PLATE / NEW BLADE AND DELIVER IT IN THE WORK INSTRUCTION.			

MINUTES OF



OLD STEEL



NEW STEEL