

Standard of Imprint Work

KES R-H007A

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1. Scope of Application

This standard shall be applied to the imprinting work for chassis of vehicles which are manufactured by our company, according to KES R-H001(Management standard of Imprint).

2. Definition of Terminology

- (1) Inspection standard : means general standards accompanied by the inspection works.
- (2) Product : means the completed vehicle manufactured by our company.

3. Allotment of Responsibility

- (1) Imprinting work shall be done under supervision of the departmental chief in charge of quality assurance.
- (2) Some of works relating to imprinting and management of imprinting carving shall be entrusted to other departments according to the clause 4, allotment of work.
- (3) Those who have been entrusted are considered to have responsibility from the departmental chief in charge of quality assurance as to entrusting work.

4. Workshares

Workshares for imprinting works shall be done as in the following.

- (1) Inspection of carving - Section in charge of managing measurement
- (2) Instruction of text to be imprinted - Section in charge of production plan
- (3) Imprinting - Section in charge of white body
- (4) Inspection of carving - Inspection section in charge of white body
- (5) Management of carving - Section in charge of white body imprinting
- (6) Preservation of Rubbed Copy of Imprint - Inspection section in charge of white body

5. Inspection of Carving

- (1) The section in charge of managing measurement shall perform an inspection of carving by the request of the white body technique section according to the inspection standard for carving.
- (2) What has been judged to be "accepted" shall be delivered to the section in charge of imprinting.
However, what is "rejected" shall be returned to the section in charge of white body technique, including the inspection result.

6. Instructing Text to be Imprinted

The section chief in charge of production plan should determine the text to be imprinted on chassis in accordance with the production plan, and then instruct the sectional chiefs in charge of imprinting and of white body in the list of vehicle identification number(VIN).

7. Imprinting

- (1) The sectional chief in charge of imprinting shall appoint a person in sole charge of imprinting and then submit the list of responsible persons to the sectional chief in charge of inspecting body.
- (2) The sectional chief in charge of imprinting shall keep people other than the appointed person in charge of imprinting from imprinting or manipulating imprinting machine.
- (3) The sectional chief in charge of imprinting shall instruct the person in charge of imprinting to perform precise imprinting by using the specified carving on the specified position.
- (4) The person in charge of imprinting should constantly check any abnormality like flaws, cracks, breakage or wear, and if there is a problem, immediately report it to the sectional chief.
- (5) When reported on the fact of 7.(4), the sectional chief in charge of imprinting should prohibit the use of the carving and take steps like replacement of carving, etc.
- (6) The person in charge of imprinting shall check any abnormality like a flaw on the imprinted position of original material, and immediately report it to the sectional chief.
- (7) When reported on the fact of 7.(6), the sectional chief in charge of imprinting should take a step on chassis after discussing with the chief of inspection section in charge of body.
- (8) The person in charge of imprinting shall perform imprinting precisely and clearly so as not to be erased easily according to the instruction of 7.(3).
- (9) The person in charge of imprinting shall verify the imprinted state according to the standard of 9.
- (10) When the imprinted result is wrong or unclear or out of standard, the person in charge of imprinting shall not perform double-imprinting but perform correction imprinting according to the standard of correcting imprint of 10.
- (11) The sectional chief in charge of imprinting should always prepare extra imprinting tape so as not to be insufficient.