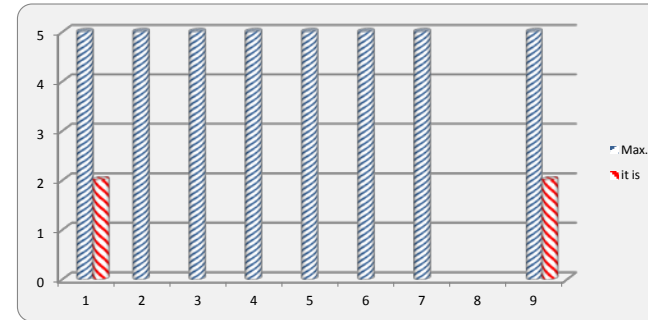


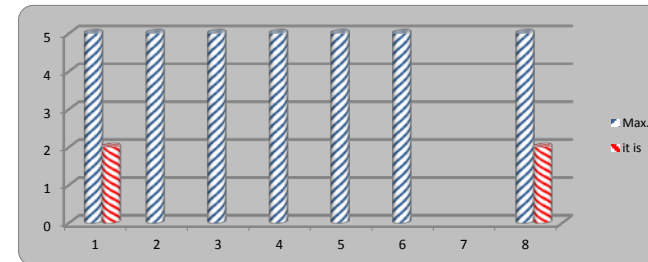
# Die Corrector skills\_Employee check List.xls

Name of Employee: .....

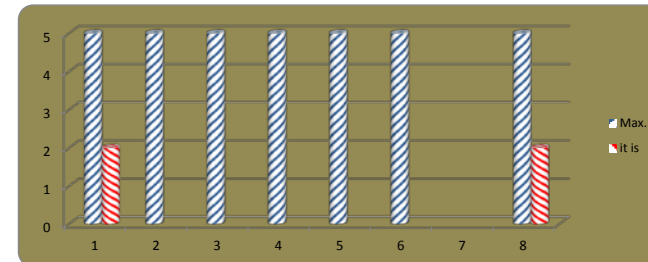
Safty		Max.	it is
1	Use Personal safty Administration (PSA) (safty shoes; helmet; safty glasses; ear protector)	5	2
2	know about the dangeros Things (Hot things; Caustic System; Gas; fork Lift)	5	
3	know the place of the next fire extinguisher	5	
4	know the next emergency Exit	5	
5	can do first Aid	5	
6	help others to do it right	5	
7	Inform the Leader about some unqualified things	5	
8	Action Plan:	5	2.0



Order		Max.	it is
1	every thing is on his place	5	2
2	measuring and working tools are acurate	5	
3	Documents are actual	5	
4	Reports are Actual	5	
5	only tools you just need are on your working	5	
6	about mistakes you inform the Leader	5	
8	Action Plan:	5	2.0



Cleanness		Max.	it is
1	All Waste is separated	5	2
2	after work cleaning your working place	5	
3	if you have nothing to do use this time sensibly	5	
4	walking ways without oil	5	
5	no dust and sounds which is not necessary	5	
6	signed your documents	5	
7	Action Plan:	5	2.0

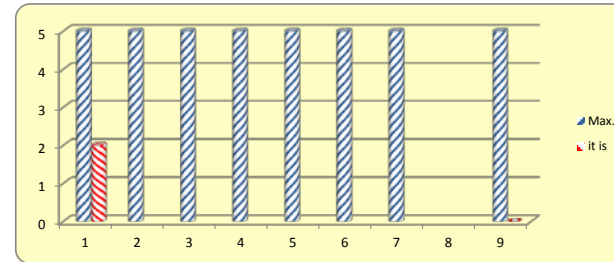


Signatur Abtl.: \_\_\_\_\_

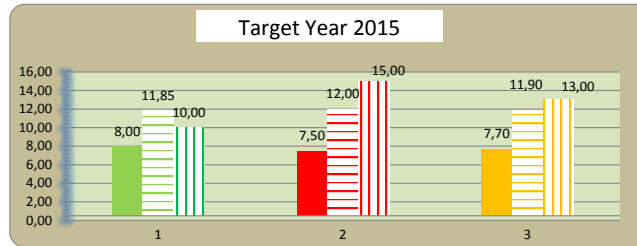
Signatur MA.: \_\_\_\_\_

# Die Corrector skills\_Employee check List.xls

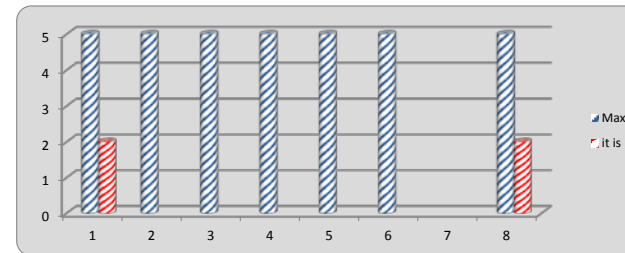
Approach		Max.	it is
1	every Day respect your working Time	5	2
2	follow the instructions	5	
3	be friendly and helpful	5	
4	help other to solve Problems	5	
5	Inform totaly about some Problems	5	
6	likes to learn some new things	5	
7	all he know also given to some other employee	5	
Action Plan:		5	#DIV/0!



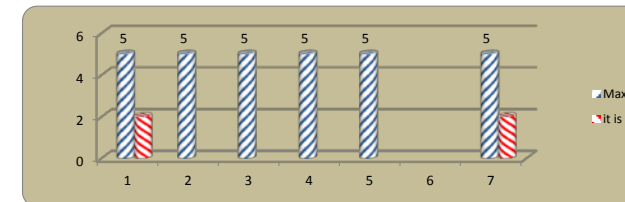
Employee Target (Example - maybe like this?)	should be	is	next Step
1 kg/h in hundreds as Example on 18MN	8,00	7,50	7,70
2 Die Cost /kg (RMB)	11,85	12,00	#####
3 % off Die knock-off (not finished the Order)	10,00	15,00	#####
<b>Action Plan and Date to arrive the Target:</b>			



Profile		Max.	it is
1	understand the drawing	5	2
2	can measuring the samples accurate to Tolerance)	5	
3	understand the surface Problems and Reasons	5	
4	can ckeck the surface	5	
6	understand the Norms and Tolerances	5	
Action Plan:		5	2,0



die design		Max.	it is
1	can read it and understand it	5	2
3	can change it	5	
4	can documented all the changes	5	
5	clear and Order Documents	5	
7	works to the official Rules	5	
Action Plan:		5	2,0

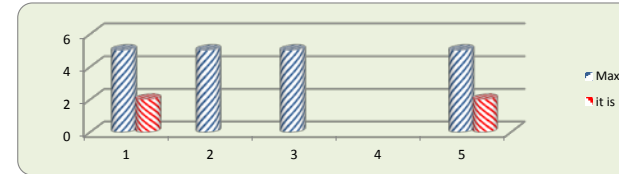


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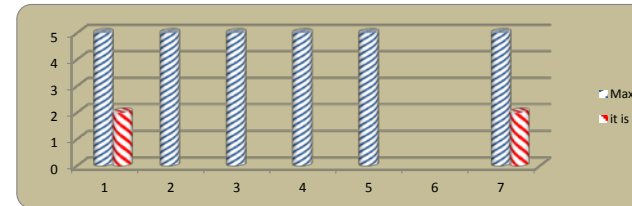
Signatur MA.: \_\_\_\_\_

# Die Corrector skills\_Employee check List.xls

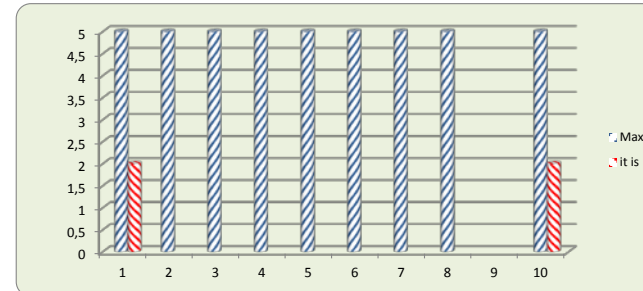
Norms and Rules		Max.	it is
1	knows how to find it	5	2
2	can understand it	5	
3	can use it	5	
Action Plan:		5	2,0



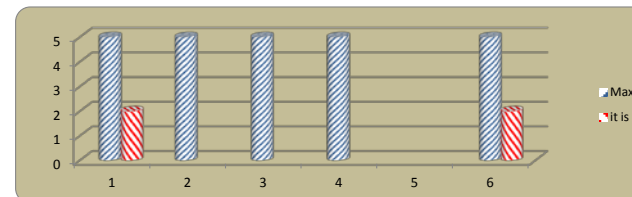
Can correct different Profile Typs		Max.	it is
1	Standard Profile	5	2
2	Window Profile	5	
5	Building Profile	5	
3	very complex Profile	5	
6	high surface quality Profiles	5	
Action Plan:		5	2,0



Correction Methodes		Max.	it is
1	check before start a correction every Thing	5	2
2	check the Material flow	5	
3	Angle first	5	
4	didnt change the bearing Angle if not really necessary	5	
6	works clean and fast	5	
7	work on the Rules	5	
8	give all the Information to the Leader very quick	5	
9	Inform the leader about some issue or Problems (can not finished the order or not on the right time)	5	
Action Plan:		5	2,0



Can work on or with a		Max.	it is
1	milling machine	5	2
2	grinding machine	5	
4	polishing	5	
5	welding	5	
Action Plan:		5	2,0

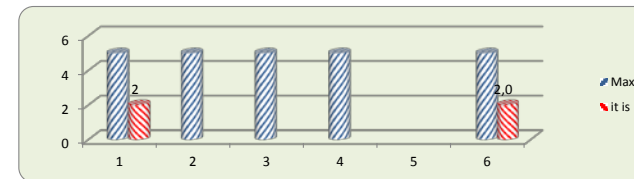


Signatur Abtl.: \_\_\_\_\_

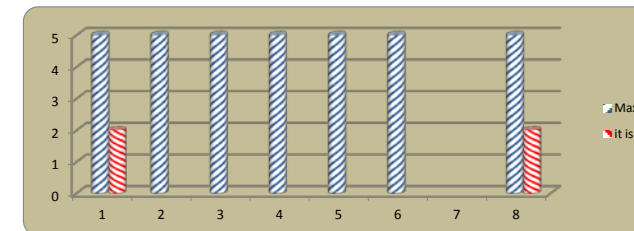
Signatur MA.: \_\_\_\_\_

# Die Corrector skills\_Employee check List.xls

use some Problem solving Tools like		Max.	it is
1	Problem solving cross	5	2
2	Pareto	5	
3	Brainstorming	5	
4	use experiance from other guys	5	
6	Action Plan:	5	2.0



Documents accurate		Max.	it is
1	All Die Corrections on Die life Card	5	2
3	Reasons for knock off	5	
5	possible issue	5	
6	checked the Results of each Die Correction	5	
7	Inform the Leader about bad Results	5	
8	Inform the Leader about good Results	5	
10	Action Plan:	5	2.0



**Remarks and final Action Plan: signed by Employee and Team Leader:**

Signatur Abtl.: \_\_\_\_\_

Signatur MA.: \_\_\_\_\_