

# WORK INSTRUCTION

Document No.	WI-PR-030
Section	Auto Template
Revision No.	01
Effective Date	Feb. 15, 2021
Page No.	1 of 3

<b>Process Name</b>	<b>Auto Template Process (BOK-9895)</b>	<b>Objective</b>	To guide the operator in operating the BOK-9895 machine for Auto Template operation
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<b>User</b>	Auto Template Operator
<b>Previous Process</b>	Cutting
<b>Next Process</b>	Loading

**PPE**

Wear hairnet    Wear gloves

**Legend**

Find / search / reading  
Inspection  
Safety Point  
Attach Information  
Storage

**TOTAL CYCLE TIME**

647 sec

**1**

**Task:**

TT TIME: 30 sec

**Description:**  
(A) Turn the pneumatic switch clockwise to switch on and turn on the lights for the needle. (B) Wait for the initialization. Once the home menu appears, touch the RESET icon.

*(A) Paandaron ang makina pinaagi sa pagliso sa ubos nga nahimutang sa ilalom ug pasigaon usab ang mga suga para sa dagom. (B) Huwaton ang pag-initialize. Kung mupakita na ang home menu, pinduton ang reset.*

**2**

**Task:**

TT TIME: 5 sec

**Description:**  
Check the current load based on Bundle Card. Check the Style, Size & Season. Identify the materials used based on mock-up

*Tan-awun ang naaprobahan nga mock-up arun sa pag-ila ug unsa nga style ang ipadagan, ang seamer pattern ug ang hilo nga gamiton.*

**3**

**Task:**

TT TIME: 114 sec

**Description:**  
Get two correct seamer patterns from the seamer rack and put it on the setting table.

*Magkuha ug duha ka saktong seamer patterns sa seamer rack ug ibutang sa setting table.*

**4**

**Task:**

TT TIME: 38 sec

**Description:**  
Get the threads from the receptacle. Place one thread to the rewinder and another thread to the machine. Insert the thread to the thread guide, tensioner and needle hole.

**Note: Make sure the machine is off when inserting the thread**

*Kuhaon ang hilo sa receptacle. Ibutang sa rewinder ang usang hilo ug ang usa ngadto sa machine. Ipasulod ang tumoy sa hilo sa thread guide, sa tensioner ug sa bangag sa dagom. Pinduton ang "foot" icon para makita ang bangag sa dagom.*

*Pahibalo: Siguraduhon nga palong ang makina kung mag insert ug thread.*

**5**

**Task:**

TT TIME: 60 sec

**Description:**  
Press the yellow button to release the bobbin cover plate. Get the bobbin and place it on the rewinder to start rewinding of thread (press green button to start and red to stop rewinding). Once done, get the bobbin and attach it to the machine.

*Pinduton ang yellow button arun sa pagtanggap sa cover plate ug tangtangun ang bobbin. Kuhaon ang bobbin ug ibutang sa rewinder arun sugdan ang pag-rewind. Kung mahuman, ibalik ang bobbin sa makina.*

**6**

**Task:**

TT TIME: 10 sec

**Description:**  
Click the left and right arrow keys beside the "FILE" icon on the screen. Find the File programmed on the machine based on the Feature, Style and Size. Touch the preset data.

*Tuplukon ang left ug right nga arrow key tapad sa "FILE" icon sa screen. Pangitaon ang File No. nga nakaprogram sa makina base sa Feature, Style ug Size. Tuplukon ang file No.*

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**Process Name** Auto Template Process (BOK-9895) **Objective** To guide the operator in operating the BOK-9895 machine for Auto Template operation

**User**  
Auto Template Operator

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**Next Process**  
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**TOTAL CYCLE TIME**  
647 sec

**7**

**Task:**

TT TIME: 45 sec

**Description:**  
(A) Get one seamer pattern and position it to the machine for testing. (B) Click the "BASE" icon on the screen. Click the "MOVE" icon. Click the arrow keys on the screen to reposition the origin. Once positioned, Click the "OK" icon.

*(A) Magkuha ug usa ka seamer pattern ug e-posisyon ngadto sa makina para matestingan. (B) Tuplukon ang "BASE" nga icon sa screen. Tuplukon ang "MOVE" nga icon. I-posisyon ang origin gamit ang mga arrow. Human maposisyon, tuplokun ang "OK".*

**8**

**Task:**

TT TIME: 48 sec

**Description:**  
Press the red button to clip the seamer pattern. Check if the pattern aligns with the needle.

**Hazard:** Needle Breakage  
**Control Measure(s):** Eye guard

*Pinduton ang red button para makuapan ang pattern. I-check kung ang pattern natungud sa dagom.*  
**Peligro:** Pagkaputol sa dagom  
**Pagpugong:** Atang sa mata

**9**

**Task:**

TT TIME: 6 sec

**Description:**  
(A) Press the "big red button" for emergency stop if in case the seamer did not follow the needle or the testing is already done. (B) Click the home icon to release the seamer pattern.

*(A) Pinduton ang "big red button" para hunungon ang pagtesting kung wala nisubay sa dagom ang seamer o sa paghunong na sa pagtesting. (B) Tuplukon ang home icon arun i-release ang seamer pattern.*

**10**

**Task:**

TT TIME: 12 sec

**Description:**  
Prepare the hard pattern of the loaded cutparts. Conduct QC on the cutparts by comparing the hard pattern and the cutparts of the beginning, middle and end of the bundle.

**Note:** Conducted only if cutparts are not within required tolerance.

*Andamun ang hard pattern sa mga na load nga cutparts. Itandi sa hard pattern ang cutparts sa sinugdanan, tunga ug katapusan sa bundle.*  
**Timan-e:** Himoon lang kung bagsak ang cutparts.

**11**

**Task:**

TT TIME: 47 sec

**Description:**  
(A) List down the necessary detail from the bundle card to the Output Monitoring Form. (B) Indicate the Start Time.

*(A) Ilista ang kinahanglang detalye gikan sa bundle card ngadto sa Output Monitoring Form. (B) Ibutang ang oras sa pagsugod.*

**12**

**Task:**

TT TIME: 66 sec

**Description:**  
Get the seamer pattern and place it on the setting table. Open the seamer pattern and mount the cutparts. Ensure that the cutparts are correctly positioned. Then close seamer pattern.

*Kuhaon ang seamer pattern ug ibutang sa setting table. Abrihan ang seamer pattern ug ipapilit ang cutparts. Siguruon nga saktong ang pagkaposisyon sa cutparts. Sirad-an kini.*

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ME Analyst    ME Manager    CMD Manager    FHSS Manager    QMS Manager    GME Manager

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Storage

**TOTAL CYCLE TIME**

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**13**

**Task:**

**TT TIME:**  
37 sec

**Description:**  
(A) Position the seamer pattern to the machine. The end of the seamer pattern should touch the solenoid. (B) Tap the green "START" button to start the sewing.  
**Hazard:** Needle Breakage  
**Control Measure(s):** Eye guard  
  
(A) I-posisyon ang seamer pattern sa machine. Kinahanglan nga itupad sa solenoid ang tumoy sa seamer pattern. (B) Pinduton ang berde nga "start" button ug kaduha para magsugod ug tahi.  
**Peligro:** Pagkaputol sa dagom  
**Pagpugong:** Atang sa mata

**14**

**Task:**

**TT TIME:**  
15 sec

**Description:**  
Get and open the the seamer pattern. Remove every finished cutparts and check the quality of the stitches.  
**Note:** QC will conduct Quality Checking for the first output of the bundle and for the overall output.  
  
Kuhaa ug i-open ang seamer pattern. Tangangun ang mga nahuman nag tahi na mga "cut part" ug e-check ang quality sa mga tahi.  
**Timan-e:** Magchek ang QC sa quality sa unang nahuman ug sa tanang human nga bundle.)

**16**

**Task:**

**TT TIME:**  
72 sec

**Description:**  
(A) Arrange the finished cutparts accordingly. (B) Tie the finished cutparts together with the bundle card.(C)Put it in the empty tray.  
  
(A) Han-ayon ang nahuman na nga cutparts. (B) Higtan ang cutparts uban sa bundle card.(C)butang sa walay sulod nga tray.

**17**

**Task:**

**TT TIME:**  
2 sec

**Description:**  
Turn the pneumatic switch counter clockwise to turn off the machine after use.  
  
Iliso ang pneumatic switch arun sa pagpalong sa machine human sa paggamit niini.

**15**

**Task:**

**TT TIME:**  
41 sec

**Description:**  
List down the finished and unfinished quantity. Indicate the End Time on the Output Monitoring Form.  
**Note:** Write the reason for every unfinished quantity  
  
Isulat ang gidaghanon sa nahuman ug wala nahuman nga cutparts ngadto sa "Output Monitoring Form". Ibutang usab ang oras sa pagkahuman.  
**Timan.e:** Isuwat ang rason sa gidaghanon sa mga wala nahuman..

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