

Best Practice Library













What is a BEST PRACTICE?

- ▶ *A method or technique that has proven to be the most effective approach in achieving the objective*
- ▶ A best practice is how we document what we've learned so others don't have to figure it out themselves
- ▶ Using a best practice system is an efficient way to help others not make the same mistakes

BNC Best Practice Library

- ▶ Contains living documents that you can update as you learn more
 - Must 'check out' document to update
- ▶ Use the template for creating new topics
 - Download a copy of the template to make a new one
 - Then upload & 'check in' to others can see it
- ▶ Refer to library when starting new projects
- ▶ Train your team to use it

BNC Best Practice Library

 Complex Sorts.docx
 Deburring.docx
 Defect Description Reporting.docx
 Foam.docx
 Gauge Sorts.docx
 Line Side Sorts.docx
 Manual (force) inspection.docx
 Small Visual Defect.docx
 Sorting Finished Goods.docx
 Verification Marks.docx



We have Best Practices for many type of projects – most of these are high risk for escapes and should be reviewed regularly

**DESCRIPTION /
EXAMPLES**

Any visual inspection where the defects are 1mm or smaller. Also when the defect variance between certified and rejected parts are 1mm or smaller.



Describes or defines the topic. Give examples to help explain if needed.

**BEST PRACTICE
METHODS**

Lighting. Is it to an acceptable level for the inspection area/table. Use light meter to determine. Range should be between 80 and 120 foot candles. Refer to BNC I 043. Gauge or sample part, if possible align a tool to be used for reference of limit good or limit no good. Example: spec card to place over the defect to gauge size. Wire used to try to cover the defect and judge size.



Describes what methods have been used to get the best results. These methods should be applied whenever you have this type of project.

**TOOLS /
EQUIPMENT
NEEDED**



Optional:
magnification
flashlight
spec card or pin gauge

List of items that should/could be used to achieve the best practice method

**OTHER CONCERNS /
CONSIDERATIONS**



Visually inspecting for defects smaller than 1mm is too minimal to be effective.
Can a method be consider to change to touch or feel (if your nail will catch)?
Can the acceptability be changed to zero allowance to ensure containment of rejects and rejected parts be disposition later by customer?

Additional information about things to consider or be aware of related to this type of project. May spell out communication that needs to take place prior to starting the project.

CUSTOMER IMPACT



Customer may have to consider an alternate method dependant upon the importance of the part.

An explanation of how this type of project can negatively affect the customer if the concerns are not addressed.

And, Finally...

- ▶ Best practices can reduce our risk of an escape
- ▶ Best practices are part of project set-up (BNC F 021)
- ▶ Best practices document YEARS of knowledge and experience
- ▶ Benchmark should use what we have learned to be the best at what we do

Click on the button below to take the quiz for this session.

QUIZ