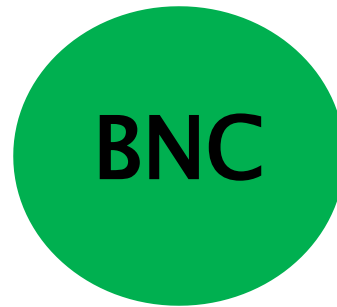


Benchmark Green Stickers

Preparation and Application of the Benchmark Green Stickers



BNC

Why and When

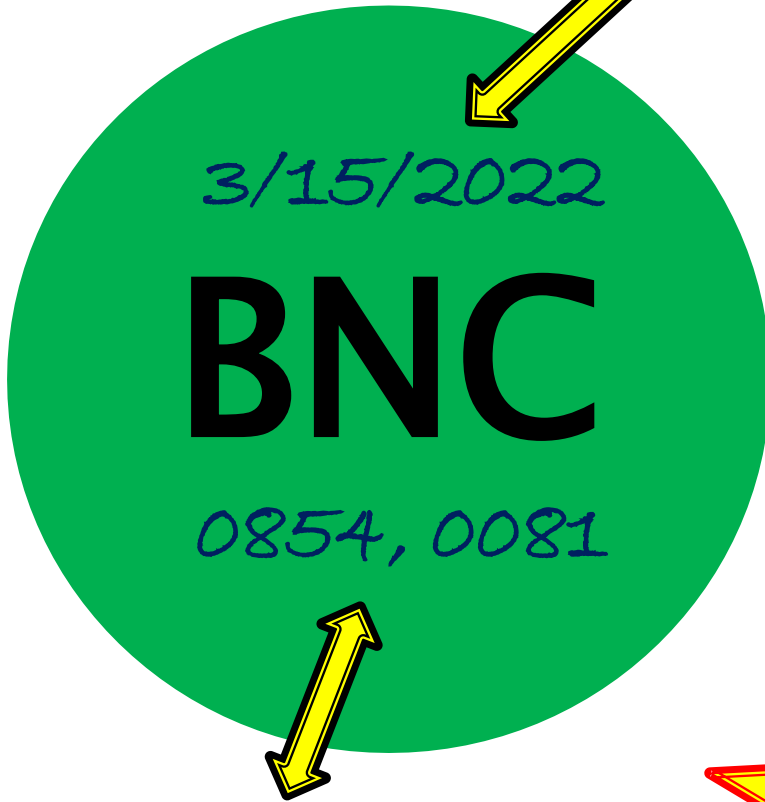
- ▶ The BNC green sticker is a visual indicator that the item or contents are certified as good and usable.
- ▶ Refer to your work instruction to see if the sticker is required.

BENCHMARK NATIONAL CORPORATION		WORK INSTRUCTION		
REVISION DATE 3.8.22	REVISION LEVEL -	REFERENCE/CONTROL # -	SORT LOCATION [REDACTED]	BNC PROJECT NUMBER [REDACTED]
Customer [REDACTED]		Customer Contact [REDACTED]		
Part Number [REDACTED]		Part Name [REDACTED]		
Problem Description (Brief listing of issues/details requested): Excess material				
Sort Criteria (Brief description of method to isolate/rework defective product): Inspect for excess material, if excess material is found, rework.				
Safety Equipment Needed Steel Toes, Safety Vest, Safety Glasses		Tools/Materials/Supplies Needed Green BNC stickers		
Steps to record on Sort Sheet License plate (last 9 digits), port #, Quantity sorted, Quantity reworked				Expected Rate -
Approved Defect Types Excess material				
Notify your supervisor immediately of any additions, deletions, or changes. All additions, deletions, and changes must be approved by the customer. (see cover sheet)				
WORK INSTRUCTIONS MUST BE FOLLOWED. NOT FOLLOWING INSTRUCTIONS WILL RESULT IN DISCIPLINARY ACTION.				
<ol style="list-style-type: none">1. Record information on sort sheet.2. Pull parts out one by one (27 per box, 9 boxes per skid) and visually inspect for excess material.3. If excess material is found, wipe it with a towel.4. Make sure to not how many parts per box were reworked.5. Once box is complete, certify box with one green BNC sticker with employee number and date on the outer label.6. Place completed box on sorted skid.				

BNC

How

The date helps keep track of what criteria the parts were inspected for by comparing to project changes



The clock numbers are helpful when there are various shifts working on the project

Once the product has been inspected:

- ▶ Write the date of inspection at the top
- ▶ Record the clock numbers of each inspector at the bottom
- ▶ Apply the sticker in the proper location

NEVER pre-fill stickers!!!

Add info only when product is complete. Pre-filled stickers can end up where they should not be!



Where

- ▶ Refer to your Work Instruction to see where to place the sticker. **It is important to remember when placing a sticker on a label to never cover any information on that label!**



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

QUIZ