Monday Board

One action per step. Pick one and do it this week.

#	THIS WEEK'S ACTION	WHO	BY	DONE
1	Look at this week's check sheets for readings moving one way, and add a call rule to any sheet without one.			☐
2	Name the last good check for one process, and check every cell has red tags and a hold spot.			☐
3	Find the last Gage R&R on your key gage and check no gage in use is past its calibration date.			☐
4	Pull one live control chart and check the limit lines are drawn and the last eight points are not all on one side.			☐
5	Work out Cp and Cpk from 25 pieces and write down the gap.			☐
6	Write down when your last drift started and list what changed within an hour of it.			☐
7	Read one reaction plan and rewrite it if it says only "notify supervisor."			☐
8	Find the proof your last drift fix held, and add one question about it to the layered process audit.			☐

The part, machine and numbers in this book are made up. Field Book 03 by Chris Martin, ShopFloorOps.