

Standard Work Procedure

Selco, Inc.

Description: Widget Finished S.W.P.#: 90-PF-01

Originator: G. Mayfield - Selco Mfg. Eng. DATE: 12/08/09

Q.C. Approval: _____ Revision: NEW
Mfg. Approval: _____

Targeted Rate: _____ Units/Hour # Employees: 1

<u>1.0 Equipment:</u>	<u>Description</u>	<u>Model</u>	<u>S.W.I.D.</u>	<u>Fixture/Jig#</u>
	Screw Driver	Phillips	N/A	N/A
	Nut Driver	7/8"	N/A	N/A
	Tape Dispenser		N/A	N/A

2.0 Materials:

Refer to bill of materials

3.0 Safety Considerations:

- A. Safety glasses required.
- B. Caution should be exercised in operating all equipment.
- C. Bind loose clothing, hair, and jewelry when operating equipment.
- D. Do not use any chemicals before reading M.S.D.S. and properly documenting.

4.0 Assembly Step #1:

4.1 Operating Procedure: Base to Mother Board Assembly

- 4.1.1 Thread (4) standoffs into base and tighten with nut driver.
- 4.1.2 Attach Mother board to standoffs with (4) 1/4 -20 x 1/4" screws.
- 4.1.3 Plug Circuit board into mother board.

4.2 Operating Procedure: Case Assembly

- 4.2.1 Attach Left side case to base assembly with (3) 8-32 x 1/2" screws.
- 4.2.2 Attach Right side case to base assembly with (3) 8-32 x 1/2" screws.
- 4.2.3 Attach Back panel to base assembly with (4) 8-32 x 1/2" screws.

4.2.4 Place Top cover onto base assembly and attach with (4) 8-32 x ½" screws.

4.3 Operating Procedure: Packout

4.3.1 Place assembly into plastic bag and seal.

4.3.2 Fold left side packaging.

4.3.3 Fold right side packaging.

4.3.4 Place left side of the bagged assembly into slot of left side packaging.

4.3.5 Repeat step 4.3.4 for right side packaging.

4.3.6 Place packaged assembly into shipper and tape seal with 2" packaging tape.

5.0 First Article Set-Up Inspection:

5.1 Prepare first completed article for "FIRST ARTICLE INSPECTION". Per production operating procedure: SEL-070. reference Q.O.P.-003.

6.0 In-Process Inspection Procedure:

6.1 Prepare article for "IN-PROCESS INSPECTION" per production operating procedure: SEL-070.reference Q.O.P.-004.

7.0 In-Process Scrap Procedure:

7.1 Process production scrap per production operating procedure: SEL-070. reference Q.O.P.-008.

8.0 Quality:

8.1 Packaging Standard:

8.2 Prints:

9.0 S.W.P. History:

<u>Rev</u>	<u>Date</u>	<u>Author</u>	<u>Reason for change</u>
NEW	12/08/09	G. Mayfield	New