

BACHMAN MACHINE COMPANY GENERAL INSTRUCTIONS	PREPARED BY: SUPERVISOR	DATE: 01/19/10	PAGE 1 OF 2
	APPROVED BY: MATERIALS MGR.	REVISION: A	GI-M12
TITLE: Press Operation – Start up Procedures			

1.0 PURPOSE

The purpose of this instruction is to describe the start-up procedure for press operations.

2.0 SCOPE

This instruction applies to all Press Room employees.

3.0 RESPONSIBILITY

The department manager is responsible for adhering to this procedure, working with the shift supervisors.

4.0 DEFINITIONS - N/A

5.0 REFERENCE DOCUMENTS - N/A

6.0 PROCEDURE

- 1) Read the tie-in sheet.
- 2) Read the Set-up/operator manual. Confirm correct shut height, correct progression on control panel, and material thickness of coil stock. Sign the book with your initials.
- 3) Fill out Control Sheet # FM1, and/or confirm existing information. Confirm presence of:
 - a) Inspectors stamp
 - b) Sample part
 - c) Any necessary gauges
 - d) Labels with the correct information printed on them
 - e) Documents

6.0 PROCEDURE (continued)

- 4) Check for proper operation of oiler system. Confirm use of the correct oil, (Operations manual).
 - 5) Check for the proper nitrogen pressure as needed.
 - 6) Check overall condition of the set-up. This includes, but is not limited to:
 - a) Die protection- all channels turned on with correct settings
 - b) Tonnage monitor- all channels turned on with correct settings and not bypassed
 - c) Conveyors/shakers
 - d) Scrap tanks
 - e) Leveler/straightener or reel (including safety arms)
 - f) Waste oil.
 - 7) Confirm the strip alignment. Cycle the press one stroke in inch mode. Check tonnage. Feed the strip forward and verify proper strip alignment by comparing the position of the first pilot hole in the strip with the pilot pin in the top die. If necessary, inch the press slide down for a more accurate view.
 - 8) The first two progressions, whether it's from starting a coil or during die maintenance, must be held in a red container at each press, rather than immediately discarded by the operator. It will then be necessary to have these parts verified by the production supervisor, along with the operator by the end of each shift. Each person involved, must sign a designated spot on the production control sheet. Once this cross-functional verification is done, the parts can then be scrapped.
- Note: Essentially, each coil start will be represented individually on the production control sheet, and each coil start entry must include at least two people's initials for validation. Failure to do this will result in a quarantine of the affected containers, 100% sort and possible action towards the operator and/or supervisor.***
- 9) Compare stamped part from operation 7 (above) to sample part. Check with gauges where gauges are used. If there are any questionable features, see supervisor/lead-man immediately.
 - 10) Verify proper strip alignment again by comparing the position of the first pilot hole in the strip with the pilot pin in the top of the die. If the progression is correct, start the press in continuous run mode.