Outstanding Objectives in Field of Work

Coordinator Process Control - Process Statistician

1- Apply statistical control concepts to all production department

This objective will be achieved in anyone department by the following steps:

a - Identify the controlling variables - to be realized in collaboration with TSD, Production, Research

b - Devise a "handle" to measure these variables - This will be a statistical - engineering - laboratory effort.

c - Establish a means of controlling these variables

d - Establish a monitoring system to report deviations from approved operation.

2- Carry out systematic process studies to interpret shifts in operation reported by the surveillance system.

The purpose of this objective is twofold: 1) maintain uniform operation on accepted standards, and 2) by building up process knowledge, continually strive for improvement

3- Develop within all technical personnel the statistical concepts which will enable them to assimilate data and make decisions with maximum confidence.

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Improvement of TSD and Plant Efficiency

1- Redistribution of secretarial load, with addition of a copy clerk.

Copying work has approached the load of a full-time clerk, while secretarial load on all girls approaches permanent overtime. Assignment of multilith to one clerk (preferably male, who could properly maintain the printing equipment) would increase overall plant efficiency

2- The Coordinator of Quality Control — Process Statistician responsibility.

Several developments have greatly expanded this field of work: ① implementing the concept of full statistical operations control. This involves a careful review of the process, controlling variables and process controls with Production & TSD Engineer, design of the chart controls as part of a control system, devising an operating status report as a "readout" for management.

② Increasing needs of the TSD research chemist. His lab is now in use and experimental work increasing with greater concern for designed experiments to yield maximum returns from research time.

③ Increasing statistical consciousness of plant technical people. TSD Engineers have moved into every production department except Dipping. They are talking about their departments statistically. They are receptive to innovations.

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They have asked for help on specific problems.

④ Because of ③, and also as a consequence of improving surveillance, statistical studies to determine cause-and-effect relationships in plant processes are more urgent - Only one was done in 1965 (shifts in Aroclor properties traced to chlorinator pump changes).

⑤ Excellent potential of a statistically coordinated plant-laboratory study of Aroclor components designed to optimize conditions for electrical and stability improvement

Involved in all this work, future and present, is a large amount of data tabulation and processing which is largely clerical. This has slowed creative and design activities, contributing to the build-up of unfinished process improvement work.

The recommendation in this area is to make available a clerk for tabulation and data calculation. This might well be a laboratory technician of unusual ability who should be expanded into broader field of plant control. Estimated time required: 25-50% man.

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3- Clarify relationships between TSD and Maintenance

Work is designed and transmitted to Maintenance. Unless pressure is applied there is inevitably a prolonged period

of inactivity. During this period drawings are lost and material ordered for the job disappears. A formal procedure for assigning priorities should be set up depending on ① urgency ② savings ③ seniority. By this system small jobs would advance onto the maintenance schedule without bitter arguments with maintenance personnel.

When a job is finished the engineer responsible should be notified and the job checked out before closing the job.

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