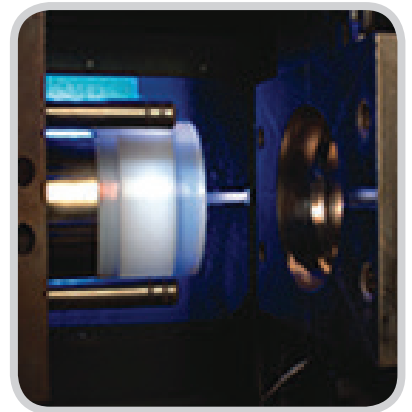


## Prior to Transfer

1. Collect all specifications such as sample parts, drawings, critical dimensions, qualification criteria, aesthetic issues/concerns
2. Perform full sample part (i.e. as molded, as machined) inspection and prepare report for customer, discuss non-conformances with plan to resolve
3. Review any quality problems that need to be addressed, non-conforming reports and/or areas for improvement
4. Determine type of tooling
  - Stand alone or MUD tooling, number of cavities
  - Oil heat or electric, number of zones
  - Mold dimensions and weight, photographs
  - Unscrewing mold
  - Tooling CAD files
  - Special press requirements, hot or cold runner
  - Nozzle radii and orifice sizes, knockout locations
  - Any tool repair or maintenance concerns
  - Shrink fixtures, gauging tools to be included
  - Core pulls
5. Agreed upon secondary operations to be performed
6. Press tonnage/shot size
7. Process set-up sheets, if available
8. Prepare quotation and qualification plan timeline



## Upon Tool Transfer

1. Examine any tooling drawings, if available
2. Upon receipt, full inspection of tool, fixtures, cleaning, etc.
3. Report findings and present plan to repair and refurbish tool or proceed to sampling
4. Identify critical dimensions or attributes to develop manufacturing process around
5. Sample tool and perform 1st article inspection, report findings
6. Customer feedback, part qualified or plan for improvement
7. Determine control dimension capability index
8. Implement plan for improvement and resubmit
9. Part qualification complete
10. Compare estimated costs to actual costs to highlight any unforeseen variances
11. Determine path forward



## Part Specific Questions

To be decided based on the customers needs.