

Reference No.																	
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SELF-ASSESSMENT GUIDE

Qualification Title:	Hard Disk Drive (HDD) Front-of-Line (FOL) Operations NC II		
Units of Competency Covered:	<ul style="list-style-type: none"> • Set up Front-of-Line (FOL) Operations Workplace for Hard Disk Drive (HDD) Production Line • Analyze, Carry out and Monitor Front-of-Line (FOL) Operations for Hard Disk Drive (HDD) Production Line • Check Quality Compliance of Front-of-Line (FOL) Operations for Hard Disk Drive (HDD) Production Line 		
<p>Instruction:</p> <p>Read each question and check the appropriate column opposite each question to indicate your answer.</p>			
Can I?	YES	NO	
Set up Front-of-Line (FOL) Operations Workplace for Hard Disk Drive (HDD) Production Line			
• *Select and complete appropriate tools and materials based on process requirements and required time			
• *Check quantity and quality of materials based on production specifications			
• *Check completeness and accuracy of documents based on production specifications			
• *Follow safety procedures on handling tools and other safety requirements using the operations manual			
• *Identify irregularity/non-conformance			
• *Set and check HDD FOL machine parameters based on production specifications			
• *Complete HDD FOL checklist/forms			
• *Check HDD FOL machine basic physical condition based on specifications			
• Follow housekeeping procedures in line with 5S's discipline			
Analyze, Carry out and Monitor Front-of-Line (FOL) Operations for Hard Disk Drive (HDD) Production Line			
• *Use appropriate PPE and ESD apparels in the performance of the job			
• *Use appropriate tools and materials based on process requirements			
• *Load HDD FOL sample unit to the equipment in accordance to product orientation and specifications			
• *Check HDD FOL production output in accordance to product criteria			

<ul style="list-style-type: none"> *Follow Out of Control Action Plan (OCAP), as if necessary 		
Check Quality Compliance of Front-of-Line (FOL) Operations for Hard Disk Drive (HDD) Production Line		
<ul style="list-style-type: none"> *Monitor HDD FOL production line 		
<ul style="list-style-type: none"> *Perform visual inspection 		
<ul style="list-style-type: none"> *Complete HDD FOL lot traceability 		
I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
Candidate's Name & Signature:		Date:

Note: * Critical aspect of competency