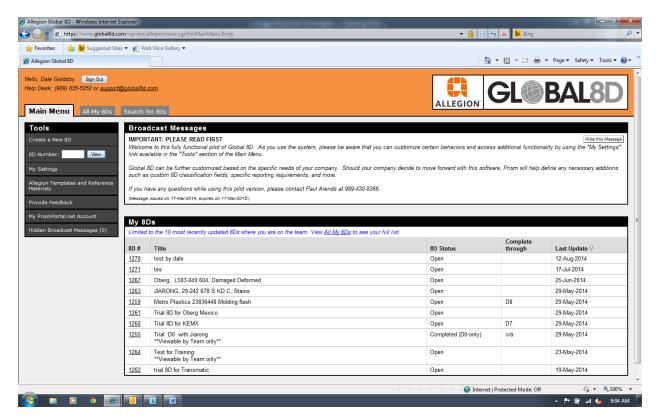# General instructions for Allegion vendors to complete 8Ds in Prism.
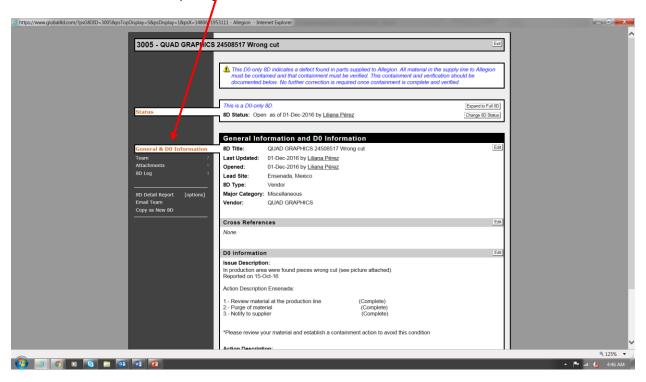
When you sign you will see this screen with only the 8Ds where you are member of the team.

For D0-only the email the Vendor will receive has the following statement at the top

⚠️*This D0-only 8D indicates a defect found in parts supplied to Allegion. All material in the supply line to Allegion must be contained and that containment must be verified. This containment and verification should be documented below. No further correction is required once containment is complete and verified.*

Vendors are responsible to contain stock in house, sort and correct as necessary and document that in the attachments section of the D0. After containment is complete and documented you can use the email team function to notify Allegion.

8D

For full 8Ds the following apply;

- Allegion is responsible for D0, D1 and D2 completion within 2 business days of opening the 8D
- The supplier is responsible for adding details in each step D3 thru D8. To be complete within 60 days of D2 completion.
  - Pictures, PDF files, Word, Excel etc. can all be attached to the system
- As each step is completed the supplier needs to close the step in the 8D.
- See below for how to close a step and advance the 8D

Click Change D-Step Status

Use the drop down menu to change step status

Click Save and Return

This section should be filled in by Allegion, showing the defect found, part number and photos or drawings

Allegion Global 8D: 8D #1270 - Windows Internet Explorer

https://www.**global8d**.com/cgi-bin/allegion/owa.cgi/frm8DDetail.Body?psG8DID=1270&psTopDisplay=S&psDisplay=3&psX=20140813080504

1270 - test by dale   Exit

Status

8D Status: Open   as of 17-Jul-2014 by Dale Goldsby   Change 8D Status
D-Step Status: D2 not yet complete   Change D-Step Status

General Information
D0 - Symptom & Response
D1 - Team
D2 - Problem
D3 - Containment
D4 - Cause & Escape
D5 - Define Correction
D6 - Implement Correction
D7 - Prevent Recurrence
D8 - Recognition
Attachments
8D Log

8D Detail Report   [options]
Email Team

D0 - Prepare for the G8D Process
Symptoms   Add a Symptom
Bolt hole diamter undersize-see detail descreption   View/Edit

Emergency Response Actions (ERA)   Add an Emergency Response Action
                                              Verified   Implemented   Removed
reject the lot   24-Oct-2013   24-Oct-2013   No   View/Edit

Attachments   Edit
Description   **Type**   **Size**   **Attached by**   **Date** ∨
general36.jpg   JPG   42 KB   Dale Goldsby   12-Aug-2014   View
                                                                                   Download

Done   Internet | Protected Mode: Off   100%

REMINDER:

Use the Email team button to notify Allegion of changes and data you put in.

Allegion Global 8D: 8D #1270 - Windows Internet Explorer

https://www.**global8d**.com/cgi-bin/allegion/owa.cgi/frmSymptom.Body?psG8DID=1270&psSymptomID=1&psX=20140813080523

D0 - Symptom Detail

Symptom Statement: (REQUIRED)
Give a one-line description of this symptom.
Bolt hole diamter undersize-see detail descreption

Symptom Description/Quantification:
Describe this Symptom in detail. Be sure to provide quantification (specific, measurable data) that describes the magnitude of this Symptom. Include when and where the data was collected. If quantification is provided in an attached file, it should be summarized and referenced here.

Drawing 123456, section AA-12, the 1.25mm +/- 25mm diameter holes is measureing .85-.95mm on 4
of 25 pieces sampled in Lot 14-9, received October 14, 2013 at the Faux Plant.
Parts were measured using gage pins.

Save and Return   Delete   Cancel

Done   Internet | Protected Mode: Off   100%
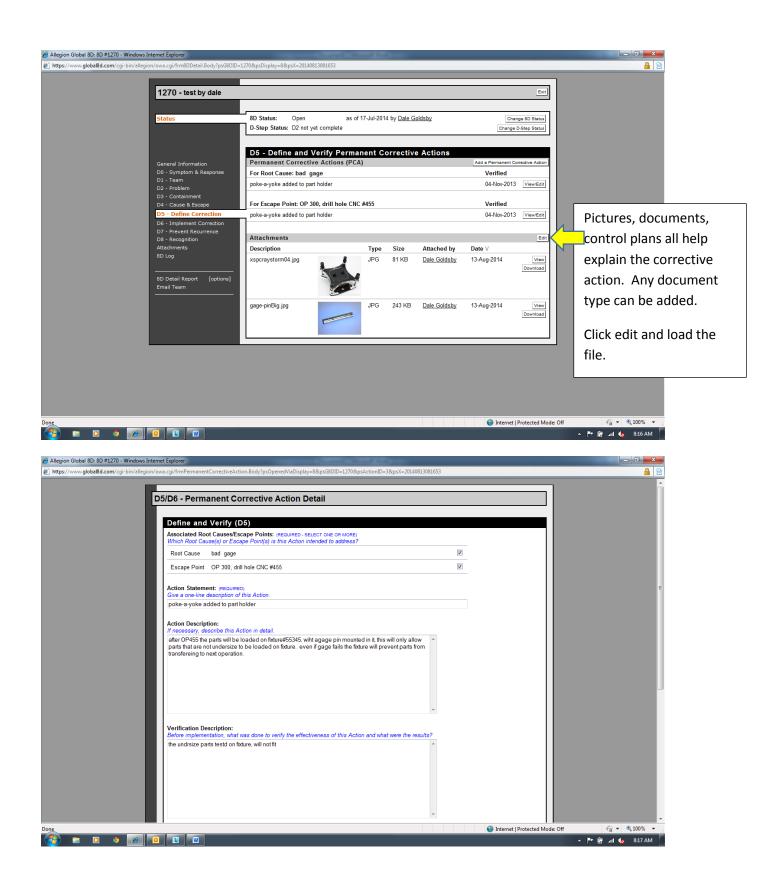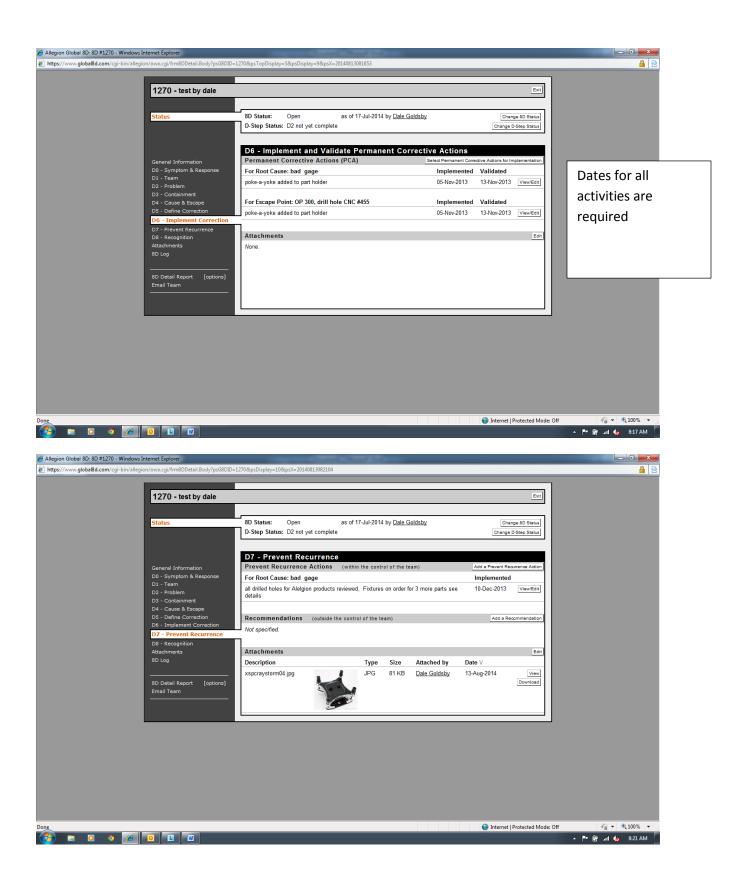
Description of the defect

First screenshot:

Allegion Global 8D: 8D #1270 - Windows Internet Explorer

https://www.global8d.com/cgi-bin/allegion/owa.cgi/frm8DDetail.Body?psG8DID=1270&psTopDisplay=S&psDisplay=4&psX=20140813080523

1270 - test by dale   Exit

Status

8D Status: Open   as of 17-Jul-2014 by Dale Goldsby   Change 8D Status
D-Step Status: D2 not yet complete   Change D-Step Status

D1 - Establish the Team

To send email to a team member, click their email address.   Add a Team Member

Team Role	Name	Email Address	Phone Number		
Leader	Joe Engineer	*Not specified.*		*	View/Edit
Member	Dale Goldsby	dale.goldsby@allegion.com	(317) 810-3085		View/Edit
Member	sally plantworker	*Not specified.*		*	View/Edit
Member	tom teammember	*Not specified.*		*	View/Edit

* Individual does not have an active PrismPortal.net account.
Contact information may be unconfirmed or out-of-date.

Attachments   Edit

General Information
D0 - Symptom & Response
D1 - Team
D2 - Problem
D3 - Containment
D4 - Cause & Escape
D5 - Define Correction
D6 - Implement Correction
D7 - Prevent Recurrence
D8 - Recognition
Attachments
8D Log

Allegion will input the team members.

If a supplier wants more or different members contact the Allegion person who issued the 8D via email or phone.

Done   Internet | Protected Mode: Off   100%   8:06 AM

Second screenshot:

Allegion Global 8D: 8D #1270 - Windows Internet Explorer

https://www.global8d.com/cgi-bin/allegion/owa.cgi/frm8DDetail.Body?psG8DID=1270&psTopDisplay=S&psDisplay=5&psX=20140813080603

1270 - test by dale   Exit

Status

8D Status: Open   as of 17-Jul-2014 by Dale Goldsby   Change 8D Status
D-Step Status: D2 not yet complete   Change D-Step Status

D2 - Describe the Problem

Problem Statement: Edit
1.25mm hole is oversize,

Problem Description:
Drawing 123456, section AA-12, the 1.25mm +/- .25mm diameter holes is measureing .80-.95mm on 4 of 25 pieces sampled in Lot 14-9, received October 14, 2013 at the Faux Plant.
Parts were measured using gage pins.
1000 parts on hold pending certification from vendor

Attachments   Edit

Description	Type	Size	Attached by	Date ∨	
Warehouse Floor Signals WEB.jpg	JPG	102 KB	Dale Goldsby	12-Aug-2014	View / Download

General Information
D0 - Symptom & Response
D1 - Team
D2 - Problem
D3 - Containment
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D5 - Define Correction
D6 - Implement Correction
D7 - Prevent Recurrence
D8 - Recognition
Attachments
8D Log

8D Detail Report   [options]
Email Team

Allegion will complete D2, the detailed description, and move to D3 within 2 business days of issuing the 8D.

Done   Internet | Protected Mode: Off   100%   8:07 AM

1270 - test by dale

Exit

Status

8D Status: Open as of 17-Jul-2014 by Dale Goldsby Change 8D Status
D-Step Status: D2 not yet complete Change D-Step Status

D3 - Develop Interim Containment Actions

Interim Containment Actions (ICA) Add an Interim Containment Action

	Verified	Implemented	Validated	Removed	
ship to offsite warehouse for sort	17-Oct-2013	17-Oct-2013	17-Oct-2013	No	View/Edit

Attachments Edit
None.

General Information
D0 - Symptom & Response
D1 - Team
D2 - Problem
D3 - Containment
D4 - Cause & Escape
D5 - Define Correction
D6 - Implement Correction
D7 - Prevent Recurrence
D8 - Recognition
Attachments
8D Log

8D Detail Report [options]
Email Team

Done Internet | Protected Mode: Off 100%

Containment activity performed by the vendor.
Details such as quantity and the method are
required.

1270 - test by dale

Exit

Status

8D Status: Open as of 17-Jul-2014 by Dale Goldsby Change 8D Status
D-Step Status: D2 not yet complete Change D-Step Status

D4 - Define and Verify Root Cause and Escape Point

Root Causes Add a Root Cause

	Verified	Contribution	
bad gage	No		View/Edit

Escape Points Add an Escape Point

	Verified	
OP 300, drill hole CNC #455	No	View/Edit

Attachments Edit
None.

General Information
D0 - Symptom & Response
D1 - Team
D2 - Problem
D3 - Containment
D4 - Cause & Escape
D5 - Define Correction
D6 - Implement Correction
D7 - Prevent Recurrence
D8 - Recognition
Attachments
8D Log

8D Detail Report [options]
Email Team

Done Internet | Protected Mode: Off 100%

D4 - Root Cause Detail

Root Cause Statement: (REQUIRED)
Give a one-line description of this Root Cause.

bad gage

Root Cause Description:
If necessary, describe this Root Cause in detail.

gage # 1234 for 1.25mm hole, was found damaged, causing it pass undersize parts as good.

Verification Description:
What was done to verify that this Root Cause actually contributed to the D2 Problem, and what were the results?

correct calibrated gage pins foudn suspect parts to be undersize as described by Allegion.
gage #1234 was verified by our gage lab as damaged and worn to allow up to .20mm undersize parts
to be accepted as good.

Date this Root Cause was successfully verified:

Percent Contribution:
What percent of the D2 Problem is attributed to this Root Cause? %

Associated Escape Points:
To which Escape Point(s) is this Root Cause associated?

As much detail on root cause of failure and root cause of escape as possible

---

D4 - Escape Point Detail

Escape Point Statement: (REQUIRED)
Give a one-line description of this Escape Point.

OP 300, drill hole CNC #455

Escape Point Description:
If necessary, describe this Escape Point in detail.

thsi si hte only operation for this hole on this part

Verification Description:
What was done to verify the accuracy of this Escape Point, and what were the results?

Date this Escape Point was successfully verified:

Associated Root Causes:
To which Root Cause(s) is this Escape Point associated?

bad gage ☑

Pictures, documents, control plans all help explain the corrective action. Any document type can be added.

Click edit and load the file.

Screenshot 1

https://www.**global8d**.com/cgi-bin/allegion/owa.cgi/frm8DDetail.Body?psG8DID=1270&psTopDisplay=S&psDisplay=9&psX=20140813081653

1270 - test by dale   Exit

Status

8D Status: Open   as of 17-Jul-2014 by Dale Goldsby   Change 8D Status
D-Step Status: D2 not yet complete   Change D-Step Status

General Information
D0 - Symptom & Response
D1 - Team
D2 - Problem
D3 - Containment
D4 - Cause & Escape
D5 - Define Correction
D6 - Implement Correction
D7 - Prevent Recurrence
D8 - Recognition
Attachments
8D Log

8D Detail Report   [options]
Email Team

D6 - Implement and Validate Permanent Corrective Actions

Permanent Corrective Actions (PCA)   Select Permanent Corrective Actions for Implementation

For Root Cause: bad gage   Implemented   Validated
poke-a-yoke added to part holder   05-Nov-2013   13-Nov-2013   View/Edit

For Escape Point: OP 300, drill hole CNC #455   Implemented   Validated
poke-a-yoke added to part holder   05-Nov-2013   13-Nov-2013   View/Edit

Attachments   Edit
None.

Done   Internet | Protected Mode: Off   100%
8:17 AM

Dates for all activities are required

Screenshot 2

https://www.**global8d**.com/cgi-bin/allegion/owa.cgi/frm8DDetail.Body?psG8DID=1270&psDisplay=10&psX=20140813082104

1270 - test by dale   Exit

Status

8D Status: Open   as of 17-Jul-2014 by Dale Goldsby   Change 8D Status
D-Step Status: D2 not yet complete   Change D-Step Status

General Information
D0 - Symptom & Response
D1 - Team
D2 - Problem
D3 - Containment
D4 - Cause & Escape
D5 - Define Correction
D6 - Implement Correction
D7 - Prevent Recurrence
D8 - Recognition
Attachments
8D Log

8D Detail Report   [options]
Email Team

D7 - Prevent Recurrence

Prevent Recurrence Actions   (within the control of the team)   Add a Prevent Recurrence Action

For Root Cause: bad gage   Implemented
all drilled holes for Alelgion products reviewed, Fixtures on order for 3 more parts see   10-Dec-2013   View/Edit
details

Recommendations   (outside the control of the team)   Add a Recommendation
Not specified.

Attachments   Edit

Description		Type	Size	Attached by	Date V	
xspcraystorm04.jpg		JPG	81 KB	Dale Goldsby	13-Aug-2014	View
						Download

Done   Internet | Protected Mode: Off   100%
8:21 AM

https://www.global8d.com/cgi-bin/allegion/owa.cgi/frmPreventAction.Body?psG8DID=1270&psActionID=4&psX=20140813082104

D7 - Prevent Recurrence Action Detail

Associated Root Causes/Escape Points: (REQUIRED - SELECT ONE OR MORE)
Which Root Cause(s) or Escape Point(s) is this Action intended to address?

Root Cause	bad gage	☑
Escape Point	OP 300, drill hole CNC #455	☐

Action Statement: (REQUIRED)
Give a one-line description of this Action.

all drilled holes for Alelgion products reviewed, Fixtures on order for 3 more parts see details

Action Description:
If necessary, describe this Action in detail.

Part 122334, hole #6, Part 66988 and Part 44555 all have simialr operations and same controls.
Fixtures ordered for all these parts.
Control plasn and PFMEAs updated

Rationale:
If necessary, describe why this Action is expected to successfully prevent the D2 Problem and similar problems.

Date this Action was implemented: 10-Dec-2013

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https://www.global8d.com/cgi-bin/allegion/owa.cgi/frm8DDetail.Body?psG8DID=1270&psDisplay=11&psX=20140813082320

1270 - test by dale   [Exit]

Status

8D Status: Open   as of 17-Jul-2014 by Dale Goldsby   [Change 8D Status]
D-Step Status: D2 not yet complete   [Change D-Step Status]

General Information
D0 - Symptom & Response
D1 - Team
D2 - Problem
D3 - Containment
D4 - Cause & Escape
D5 - Define Correction
D6 - Implement Correction
D7 - Prevent Recurrence
D8 - Recognition
Attachments
8D Log

8D Detail Report   [options]
Email Team

D8 - Recognize Team and Individual Contributions

Recognition   [Add a Recognition Entry]

Each tema member recieved a ribbon and a write up in the company news letter

Dale Goldsby [Edit]
17-Dec-2013

Attachments   [Edit]

Description	Type	Size	Attached by	Date V	
good job gold ribbon T.png	PNG	57 KB	Dale Goldsby	13-Aug-2014	[View] [Download]
newsletter clip art1.jpg	JPG	13 KB	Dale Goldsby	13-Aug-2014	[View] [Download]

Done   Internet | Protected Mode: Off   100%

The attachment section shows all documents, pictures etc. uploaded

Member