1. **Revision Log**

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| Revision Log | | | | | |
| Revision Level | Revision Date | Section | Description | | Revised By |
| REL | 3/8/17 | N/A | Initial release | | NT |
| A | 3/8/19 |  | Changed Title Format to match the other Global Standards  Many Updates | | NT |
| B | 8/3/21 | 5.4.4  5.4.6 | Updated requirements for 5.4.4  Removed “Finalized MFEMA” requirement | | NT |
| C | 12/1/23 | Header | Replaced GHSP logo with newer version | | B. Balok |
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| Approval: | | CN: RS | | MX: DM | |
| US: JA | | Other (as req’d): DRW | |

1. **Purpose:** 
   1. To define the standard of what must be included in the Assembly Equipment Manual, when purchasing custom built equipment, for all GHSP manufacturing facilities.
2. **Scope:** 
   1. This global standard applies to all GHSP manufacturing facilities.
3. **Definitions:** N/A
4. **References:**
   1. PD-FORM-MFG-121-NA-Equipment-RFQ
5. **Method:** 
   1. The manual must be in an electronic format and stored on a USB storage device. ***2 devices*** must be included with the equipment.
   2. A hard copy of the electrical schematics must be included with each station and stored inside of the electrical panel in a document holder.
   3. Any deviation from the required manual content would need to be approved in writing from the GHSP employee requesting the equipment.
   4. The manual must contain:
      1. All 3D design files. Formats will be:
         * Native
         * Solidworks
      2. Detailed drawings of all details. Formats will be:
         * Native
         * PDF
      3. Recommended spare parts list related to high wear items and long lead purchased items
      4. Purchased parts list, including supplier, with equipment cut sheets
         * All warranties available on the equipment will be listed. The list will include length of warranty and expiration date. All warranties will be setup in GHSP’s name.
         * All vendor calibration certifications will be included (i.e. load cells, screw drivers, etc.).
      5. Maintenance requirements
      6. Safety instructions
      7. Electrical schematics. Formats will be:
         * AutoCAD
         * PDF
      8. Pneumatic schematics. Formats will be:
         * Native
         * PDF
      9. Hydraulic schematics. Formats will be:
         * Native
         * PDF
      10. Ladder diagrams. Formats will be:
          * Native
          * PDF
      11. HMI program (if equipped) operations diagram that includes screen shots
      12. The latest operating system programs (i.e. PLC, HMI, Robot, Vision, Laser)
6. **Records:**
   1. All files must be stored in the appropriate SharePoint project number folder
      1. SharePoint / Project # / Manufacturing / Advanced Processing / Deliverables