Mistake Proofing Process Flow

Step 1
Process Selection
Identify the Problem
- Gather all Information
  1. External Failures
  2. Internal Failures
  3. Legacy

Select Process Using Prioritizing Method

Form Team and Schedule Meeting

Pareto Diagram

Team Meeting Report - Open Issues

Step 2
Process Analysis
Map Process
Note Where Errors Occur on Flow Diagram
Identify Source of Each Error - Root Cause Analysis

Process Flow

PFMEA

Cause & Effect Diagram

Material Errors
- wrong components
- absence of components

Processing Errors
- omissions in processing
- errors in processing

Implement 100% inspection as required

Verify Source of Error

Step 3a
Mistake Proofing
- cannot-pass
- cannot-accept

Identify Source of Error - Root Cause Analysis

Step 3b
Error-Proofing
- cannot-make

Select the Best Approach
- 100% identification of error and control

Select the Best Approach

Decision Matrix

Develop Implementation Strategy

Corrective Action Plan

Implement and Verify Solution

Identify other Processes that can Benefit

Update Process Documentation
- Process Flow
- Control Plans
- DFMEA/PFMEA

Eliminate Error?

No

Yes