



Sans and Son Inc. / 27 Dec 2019 / Zac Marudo




Field Report Template

Complete

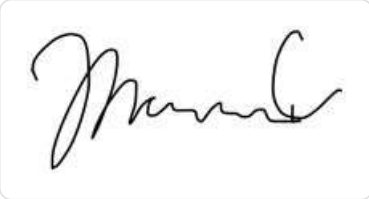
Failed items	Created actions
0	0
Site Sans and Son Inc.	
Conducted on 📅 27th Dec, 2019 ⌚ 10:16 AM +08	
Research by (Full Name) Zac Marudo	
Location 16 P.Dandan, Poblacion, Batangas, 4200 Batangas, Philippines	

Research

General Information

<p>Objective</p> <p>The observation will be conducted in production area to identify the challenges in implementing a digital checklist in the workplace. We'll be applying a side by side solution to check accuracy and efficiency of the app.</p>
<p>Theoretical Framework</p> <p>For the past 10 years Sans and Son Inc. is using pen and paper in conducting warehouse checks. The efficiency of using a digital checklist helps prevent expensive and arduous cost. Companies need to create some changes to the process in order to stay competitive in their industry. Reference: Coles uses iAditor by SafetyCulture check this link: https://safetyculture.com/customers/coles/</p>
<p>Scope of Work (SOW)</p> <p>Identify challenges in implementation. Expected time to finish observation: January 2020 Solution: side by side implementation to compare digital solution versus pen and paper. Risk: Delay of production report due to comparison of works</p>
<p>Observations</p> <p>This observation is conducted to check the efficiency of using a digital checklist. It is used by warehouse supervisors to compare the processes of using the old template and the new one. Pen and paper took 2 hours to finish the report while digital app took 30 min. This is due photo attachment and the capability of using the app on a handheld device.</p>
<p>Add Photo Evidence</p> <p>– Photos</p> <div style="display: flex; justify-content: space-around;"><div style="text-align: center;"><p>Photo 1</p></div><div style="text-align: center;"><p>Photo 2</p></div><div style="text-align: center;"><p>Photo 3</p></div></div>

Completion

<p>Overall Recommendations</p> <p>According to observation it is efficient to use a digital checklist rather than the traditional pen and paper. The risks of losing a paper checks can be eliminated.</p>
<p>Researcher's Full Name and Signature</p> <div style="display: flex; align-items: center;"><div style="border: 1px solid gray; border-radius: 10px; padding: 10px; margin-right: 20px;"></div><div><p>Zac Marudo</p><p>6th Jan, 2020 9:25 AM +08</p></div></div>

Photos

3 Photos



Photo 1



Photo 2



Photo 3