

# Tool Transfer Checklist

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## Quality Information (Testing, Dimensions) & Quality Specifications Critical To Quality (CTQ)

- ☐ PFMEA required
- ☐ Control plans required
- ☐ Product and process validation requirements
- ☐ Last article inspection
- ☐ Sample shots
- ☐ Previous 12 month quality history including rejects

## Value Added Operations & Auxiliary Equipment

- ☐ Auxiliary equipment accompanying the transfer
- ☐ Automation required

## Mold Specific Information

- ☐ Type of mold
- ☐ Number of cavities
- ☐ Configuration
- ☐ Dedicated vs insert
- ☐ Dimensions
- ☐ Knock/out (K/O) Pattern
- ☐ Maintenance Manual and Requirements
- ☐ Tooling spares
- ☐ Previous 12 months mold maintenance history

## Part Information

- ☐ 2D & 3D part drawing
- ☐ Part(s) weight
- ☐ Runner(s) weight
- ☐ Estimating cycle time
- ☐ Packaging Requirements
- ☐ Material Requirements
- ☐ Transfer of existing material and supplies
- ☐ Day of supply
- ☐ Annual Production requirements (capacity)

## Processing/ Production Information

- ☐ Tonnage required
- ☐ Mold set-up
- ☐ Process parameters