



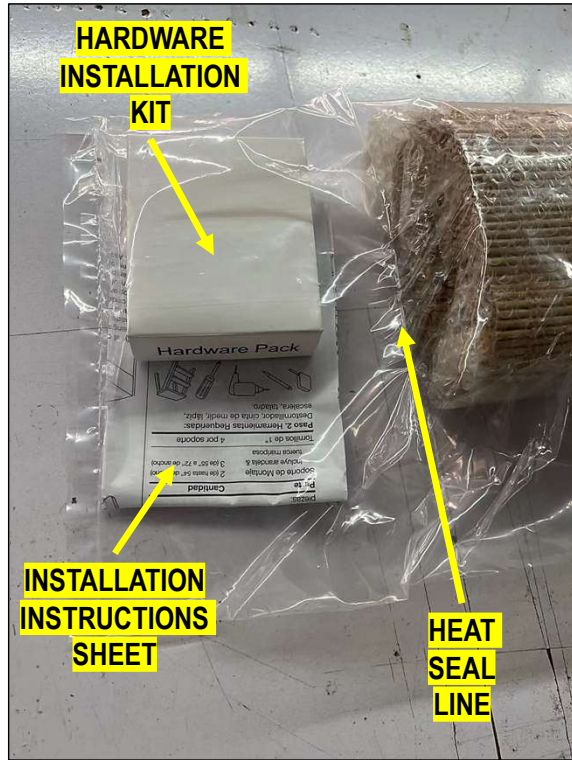
Hemtack

# ENGINEERING CHANGE ORDER

REQUEST DATE	10/23/2023	REQUESTED BY	H. AMEZQUITA	REQUESTED RELEASE DATE	10/27/2023	ECO #	<b>ECO-00114</b>
AFFECTED PRODUCT LINES	CORDLESS, TDBU AND MOTORIZED WOVEN WOOD SHADES (953, 958, 957, 959)						
REASON FOR CHANGE	REDUCE OPERATION CYCLE TIME AND INCREASE PRODUCTIVITY (WOVEN WOOD PACKAGING OPERATION)						
DESCRIPTION OF CHANGE	REQUEST CHANGE IN HARDWARE INSTALLATION KIT AND INSTRUCTION SHEET PACKAGING TO SEPARATE POLYBAG COMPARTMENT INSTEAD OF INSIDE OF THE SHADE (FLORID). ELIMINATE AND REDUCE NON VALUE ADDED STEPS IN PACKAGING OPERATION.						
COST IMPACT	N/A						
DOCUMENT / PART NUMBER	OLD REV	NEW REV	DOCUMENT/ PART DESCRIPTION	CHANGE DESCRIPTION	FORM, FIT, OR FUNCTION AFFECTED Yes, or No	PART DISPOSITION (USE AS IS) (REWORK) (SCRAP) (OBSOLETE) (RETURN TO VENDOR) (OTHER)	
SEE LIST OF SKU (PAGES 6-10)			FLORID CORDLESS WOVEN WOOD SHADES FLORID CORDLESS MESH WOVEN WOOD SHADES FLORID CORDLESS TDBU WOVEN WOOD SHADES FLORID MOTORIZED WOVEN WOOD SHADES	CHANGE IN WOVEN WOOD SHADES PACKAGING METHOD (SEE DETAILS IN PAGE 3-5)  <b>WOVEN WOOD PACKAGING OPERATION: 30% CYCLE TIME REDUCTION*</b> <b>(ELIMINATE &amp; REDUCE NON VALUE ADDED STEPS)</b>	NO	N/A	
ADDITIONAL INFORMATION	<p><b>* STEPS TO BE ELIMINATED: 1) REMOVE HARDWARE INSTALLATION KIT, "DO NOT CUT CORDS" WARNING INSERT AND INSTRUCTION SHEETS FROM INSIDE OF POLYBAG, 2) REARRANGE INSIDE POLYBAG, 3) ADD BUBBLE WRAP SHEET, 4) REDUCE FROM THREE CLEAR PACKAGING TAPE LINES TO ONE ON EACH POLYBAG.</b></p> <p><b>CHANGE EFFECTIVE FROM PO: 1936806, 1936808, 1936809.</b></p>						
AFFECTED DOCUMENTS / PROCESSES (CHECK ALL THAT APPLY)							
BOM / CONFIG	<input type="checkbox"/>	PRODUCT / PART SPEC	<input checked="" type="checkbox"/>	QC CHECKLIST	<input type="checkbox"/>	PART DRAWING	<input type="checkbox"/>
						ASSEMBLY DRAWING	<input type="checkbox"/>
						INSTR SHEET	<input type="checkbox"/>
						PROCESS VISUAL AIDS	<input checked="" type="checkbox"/>
						WORK INSTRUCTIONS	<input checked="" type="checkbox"/>
ECO APPROVALS ROUTING							
APPROVER	APPROVAL REQUIRED	APPROVER NAME	APPROVAL STATUS	APPROVED ON	NOTES		
PHASE II MANAGEMENT (US - DL)	<input checked="" type="checkbox"/>	T. DAVIDSON	APPROVED	10/23/2023			
PHASE II PROD DEV (US - NY)	<input checked="" type="checkbox"/>	L. HUNT	APPROVED	10/23/2023			
MANAGEMENT (MX)	<input checked="" type="checkbox"/>	L. MONTEJO	APPROVED	10/23/2023			
QC / ENG (MX)	<input checked="" type="checkbox"/>	H. AMEZQUITA	APPROVED	10/23/2023			
IT (MX)	<input type="checkbox"/>	E. CASTELLANOS					
PRODUCTION (MX)	<input type="checkbox"/>						
MATERIALS (MX)	<input type="checkbox"/>						

ACTIONS REQUIRED		
BOM / CONFIG	<input type="checkbox"/>	WILL BE MODIFIED BY IT (MX)
PRODUCT / PART SPEC	<input checked="" type="checkbox"/>	WILL BE MODIFIED QC / ENG (MX)
QC CHECKLIST	<input type="checkbox"/>	WILL BE MODIFIED QC / ENG (MX)
PART DRAWING	<input type="checkbox"/>	WILL BE MODIFIED QC / ENG (MX)
ASSEMBLY DRAWING	<input type="checkbox"/>	WILL BE MODIFIED QC / ENG (MX)
INSTR SHEET	<input type="checkbox"/>	WILL BE MODIFIED PHASE II (USA)
PROCESS VISUAL AIDS	<input checked="" type="checkbox"/>	WILL BE MODIFIED QC / ENG (MX)
WORK INSTRUCTIONS	<input checked="" type="checkbox"/>	WILL BE MODIFIED QC / ENG (MX)

**PICTURES, DRAWINGS, ETC.**



**Change description:**

Package hardware installation kit and installation instructions sheet in separate section of the polybag.

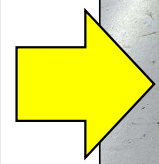
**(Supplier will make this change)**



**Change description:**

Change “do not cut cords” warning insert to adhesive paper and affix on the middle section outside the polybag packaging.

**(Supplier will make this change)**





**SKU BARCODE**

**Change description:**

Add SKU barcode to label outside the polybag

**(Supplier will make this change)**



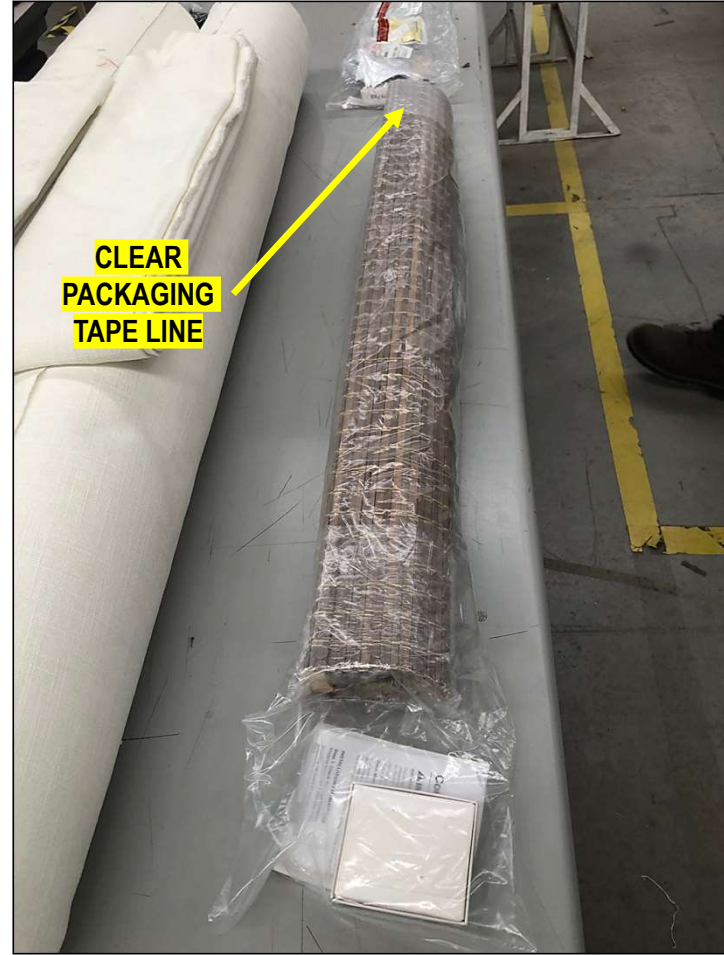
**Change description:**

Eliminate use of bubble wrap sheet in cordless mechanism section.  
(Supplier does not include this on their shipments)

**(Hemtack will make this change)**



**CLEAR  
PACKAGING  
TAPE LINES**



**CLEAR  
PACKAGING  
TAPE LINE**

**Change description:**

Reduce from three clear packaging tape lines to one on each polybag.

**(Hemtack will make this change)**

Stock#	Description
953247201117	FLORID CORDLESS WOVEN ASHBURY CAMEL 24 X 72
953247201118	FLORID CORDLESS WOVEN HETTERAS CAMEL 24 X 72
953247201119	FLORID CORDLESS WOVEN HETTERAS COCOA 24 X 72
953247201121	FLORID CORDLESS WOVEN SARASOTA CAMEL 24 X 72
953247201122	FLORID CORDLESS WOVEN SARASOTA COCOA 24 X 72
953247201123	FLORID CORDLESS WOVEN WINTHROP CAMEL 24 X 72
953247201124	FLORID CORDLESS WOVEN WINTHROP TORTOISE 24 X 72
953247201127	FLORID CORDLESS WOVEN BAYHEAD WHITEWASH 24 X 72
953247201128	FLORID CORDLESS WOVEN BAYHEAD GREY TINT 24 X 72
953247201129	FLORID CORDLESS WOVEN BAYHEAD NATURAL 24 X 72
953247201130	FLORID CORDLESS WOVEN EASTFIELD ASH 24 X 72
953247201131	FLORID CORDLESS WOVEN EASTFIELD TEAK 24 X 72
953247201132	FLORID CORDLESS WOVEN EASTFIELD UMBER 24 X 72
953307201117	FLORID CORDLESS WOVEN ASHBURY CAMEL 30 X 72
953307201118	FLORID CORDLESS WOVEN HETTERAS CAMEL 30 X 72
953307201119	FLORID CORDLESS WOVEN HETTERAS COCOA 30 X 72
953307201121	FLORID CORDLESS WOVEN SARASOTA CAMEL 30 X 72
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953307201129	FLORID CORDLESS WOVEN BAYHEAD NATURAL 30 X 72
953307201130	FLORID CORDLESS WOVEN EASTFIELD ASH 30 X 72
953307201131	FLORID CORDLESS WOVEN EASTFIELD TEAK 30 X 72
953307201132	FLORID CORDLESS WOVEN EASTFIELD UMBER 30 X 72
953367201117	FLORID CORDLESS WOVEN ASHBURY CAMEL 36 X 72
953367201118	FLORID CORDLESS WOVEN HETTERAS CAMEL 36 X 72
953367201119	FLORID CORDLESS WOVEN HETTERAS COCOA 36 X 72
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953367201130	FLORID CORDLESS WOVEN EASTFIELD ASH 36 X 72
953367201131	FLORID CORDLESS WOVEN EASTFIELD TEAK 36 X 72
953367201132	FLORID CORDLESS WOVEN EASTFIELD UMBER 36 X 72
953487201117	FLORID CORDLESS WOVEN ASHBURY CAMEL 48 X 72

953487201118	FLORID CORDLESS WOVEN HETTERAS CAMEL 48 X 72
953487201119	FLORID CORDLESS WOVEN HETTERAS COCOA 48 X 72
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953487201131	FLORID CORDLESS WOVEN EASTFIELD TEAK 48 X 72
953487201132	FLORID CORDLESS WOVEN EASTFIELD UMBER 48 X 72
953607201117	FLORID CORDLESS WOVEN ASHBURY CAMEL 60 X 72
953607201118	FLORID CORDLESS WOVEN HETTERAS CAMEL 60 X 72
953607201119	FLORID CORDLESS WOVEN HETTERAS COCOA 60 X 72
953607201121	FLORID CORDLESS WOVEN SARASOTA CAMEL 60 X 72
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953727201117	FLORID CORDLESS WOVEN ASHBURY CAMEL 72 X 72
953727201118	FLORID CORDLESS WOVEN HETTERAS CAMEL 72 X 72
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953727201131	FLORID CORDLESS WOVEN EASTFIELD TEAK 72 X 72
953727201132	FLORID CORDLESS WOVEN EASTFIELD UMBER 72 X 72
957247201137	FLORID CORDLESS WW MESH WHITE 24 X 72
957247201138	FLORID CORDLESS WW MESH GREY 24 X 72
957247201139	FLORID CORDLESS WW MESH NATURAL 24 X 72

957247201141	FLORID CORDLESS WW MESH SAND 24 X 72
957307201137	FLORID CORDLESS WW MESH WHITE 30 X 72
957307201138	FLORID CORDLESS WW MESH GREY 30 X 72
957307201139	FLORID CORDLESS WW MESH NATURAL 30 X 72
957307201141	FLORID CORDLESS WW MESH SAND 30 X 72
957367201137	FLORID CORDLESS WW MESH WHITE 36 X 72
957367201138	FLORID CORDLESS WW MESH GREY 36 X 72
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957367201141	FLORID CORDLESS WW MESH SAND 36 X 72
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