

Red Tag	
Description	
Part/ Tool No/ ID	
Quantity	
Reason Obsolete Used 1 per year or less Used less than 1 month Used once per week Used daily or more freq. Defective Use unknown Too many Scrap Other	Action Dispose Store in special area Store in factory/ office Store in area Put at work place Repair/ throw away Establish use - store/ dispose Store/ return to supplier Rewok/ dispose
Red Tag File No:	
Date of Red Tagging	

Red Tag	
Description	
Part/ Tool No/ ID	
Quantity	
Reason Obsolete Used 1 per year or less Used less than 1 month Used once per week Used daily or more freq. Defective Use unknown Too many Scrap Other	Action Dispose Store in special area Store in factory/ office Store in area Put at work place Repair/ throw away Establish use - store/ dispose Store/ return to supplier Rewok/ dispose
Red Tag File No:	
Date of Red Tagging	

Red Tag	
Description	
Part/ Tool No/ ID	
Quantity	
Reason Obsolete Used 1 per year or less Used less than 1 month Used once per week Used daily or more freq. Defective Use unknown Too many Scrap Other	Action Dispose Store in special area Store in factory/ office Store in area Put at work place Repair/ throw away Establish use - store/ dispose Store/ return to supplier Rewok/ dispose
Red Tag File No:	
Date of Red Tagging	

Red Tag	
Description	
Part/ Tool No/ ID	
Quantity	
Reason Obsolete Used 1 per year or less Used less than 1 month Used once per week Used daily or more freq. Defective Use unknown Too many Scrap Other	Action Dispose Store in special area Store in factory/ office Store in area Put at work place Repair/ throw away Establish use - store/ dispose Store/ return to supplier Rewok/ dispose
Red Tag File No:	
Date of Red Tagging	

Red Tag	
Description	
Part/ Tool No/ ID	
Quantity	
Reason Obsolete Used 1 per year or less Used less than 1 month Used once per week Used daily or more freq. Defective Use unknown Too many Scrap Other	Action Dispose Store in special area Store in factory/ office Store in area Put at work place Repair/ throw away Establish use - store/ dispose Store/ return to supplier Rewok/ dispose
Red Tag File No:	
Date of Red Tagging	

Red Tag	
Description	
Part/ Tool No/ ID	
Quantity	
Reason Obsolete Used 1 per year or less Used less than 1 month Used once per week Used daily or more freq. Defective Use unknown Too many Scrap Other	Action Dispose Store in special area Store in factory/ office Store in area Put at work place Repair/ throw away Establish use - store/ dispose Store/ return to supplier Rewok/ dispose
Red Tag File No:	
Date of Red Tagging	