

---

## MANUFACTURING READINESS BADGE SERIES

---

The Manufacturing Institute's Manufacturing Readiness Badges were created by mapping the skills from over 300 military occupations and related military training and aligned to the foundational skills required for manufacturing as represented by the Manufacturing Skill Standards Council (MSSC) under its Certified Production Technician (CPT) program.

### Eligibility Criteria

To receive a manufacturing readiness badge, service members and veterans must meet specific eligibility requirements. These criteria ensure that recipients have gained foundational manufacturing skills through military service and training.

- **Military Service:** The individual must be currently serving or have previously served in the U.S. military, including Active Duty, National Guard, Reserve, or Veteran status.
- **Branch of Service:** All military branches are eligible – Army, Navy, Marine Corps, Air Force, and Coast Guard.
- **Rank & MOC Requirements:**
  - At this time, only enlisted MOC's were analyzed and evaluated as part of this phase of the program.
  - These badges are designed to be widely applicable to junior enlisted personnel or those who have served a single term of service across a range of military occupations

**Badge Content:** The skills associated with each badge are as follows:

### Maintenance and Repair

Demonstrates the ability to perform basic preventive maintenance checks and routine repair tasks.



- Demonstrates the ability to follow preventive maintenance schedules (PMS).
- Demonstrates the ability to perform corrective maintenance.
- Demonstrates the ability to maintain maintenance logs.
- Communicates with maintenance personnel about problems with basic equipment, equipment systems, and documentation.
- Documents equipment repair history.

## Safety and Housekeeping

Demonstrates the understanding of stages of 5S and all housekeeping to maintain production schedule and follow safety procedures.



- Understands concepts related to 5S principles (i.e., stage, sort, set in order, swipe and shine, standardize, and sustain).
- Demonstrates the ability to store materials in a safe manner.
- Ensures workstations are clean and clear of safety hazards.
- Identifies and promptly reports unsafe conditions.
- Participates in scheduled housekeeping inspections.
- Follow safety, health, and environmental rules and regulations.

## Emergency Response

Demonstrates an understanding of and the ability to report and respond promptly, safely, and appropriately to emergency or hazard situations in accordance with regulatory policies and procedures.



- Follows company and regulatory procedures for responding to fire, medical, and electrical emergencies.
- Documents emergency drills and incidents according to company and regulatory procedures.

## Workplace Safety

Demonstrates an understanding and ability to maintain a safe working environment. Identifies unsafe conditions, takes corrective action, and communicates effectively to maintain a healthy and safe work environment.



- Demonstrates the ability to comply with regulations and company health and safety policies.
- Demonstrates an understanding of the importance of regular participation in personal safety, equipment safety, and workplace injury and illness prevention training programs.
- Demonstrates the ability to take actions to ensure the safety of self and others in accordance with established personal and job site safety practices.
- Demonstrates the ability to follow organizational procedures and protocols for workplace emergencies, including safe evacuation and emergency response.
- Demonstrates an understanding of workplace safety communication skills, such as providing feedback, suggesting processes and procedures to create and support a safe and effective work environment.
- Demonstrates the ability to properly use Safety Data Sheets (SDS) in the workplace.

## Environmental Inspections

Demonstrates the fundamental understanding of safety and environmental assessments, maintain a clean and orderly workplace according to company policies and local/federal laws and regulations.



- Demonstrates the ability to identify, report, and monitor potential hazards in the workplace and take corrective action to eliminate them.
- Demonstrates a fundamental understanding of health, safety, and environmental policies.
- Demonstrates a fundamental knowledge of inspection processes and how they relate to health, safety, and environmental laws and regulations.
- Demonstrates a fundamental understanding of correct documentation and storage of inspection records.?
- Demonstrates the ability to describe and perform safety precautions while working with hazardous materials.
- Demonstrates the ability to properly identify, handle, and dispose of hazardous materials.

## Quality Concepts

Demonstrates understanding of various quality programs, terminology, and practices.



- Demonstrates knowledge of quality programs, such as ISO 9000, 3M, Six Sigma, TQM, and SPC.
- Participates in service-based ongoing quality process.
- Participates in the collection of audit forms and data.
- Communicates quality processes.

## Quality Testing

Demonstrates understanding of and the ability to test and inspect equipment, equipment systems, or products to evaluate whether they meet specifications under supervision.



- Under the general direction of supervisor, performs scheduled sampling and inspection procedures on equipment, equipment systems, or products.
- Selects and uses correct inspection tools and procedures.
- Inspects materials against specifications.
- Identifies products, processes, and materials that do not meet specifications.
- Identifies problems, defects, and corrective actions.
- Participates in implementation of corrective action measures.
- Participates in scheduled and unscheduled inspections.

## Quality Test Documentation

Demonstrates understanding of and ability to document and maintain quality test and inspection outcomes and communicate with appropriate parties.



- Maintains records on quality processes.
- Uses appropriate forms and systems to document and record outcomes
- Reports quality process performance data to appropriate parties in a timely manner.