Subject: Event Invitation Reply: APQP C520 Launch Readiness

From: mkelley@windsormachine.com

Date: 2/09/12 3:32 PM

To: mvecera@windsormachine.com

Event Invitation

Title:	APQP C520 Launch Readiness
Location:	Conference Call
When:	Friday, February 10, 2012 2:00 PM – 3:00 PM
Organizer:	Michael Vecera
Description:	I want to have a conference call to review the open issues list. This includes but is not limited to the following topics:

1) Glue Machine Status
2) PPAP & SC/CC Checklist Status
3) Process robustness status >>includes all assembly tooling

Ellis Tool; WM Princeton & WMPI Teams are required to call using the following procedure:

1) Use the last phone line at your plant. For example, if your plant has three lines, pick line '3'.

2) Dial '8600'

3) Press '#'

4) After the prompt, enter passcode: 1104 and press '#'