



MD EXPLORER



A.C.N. 002 753 022

Ref: POL661
Date: 5 August 1993

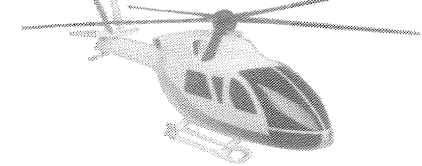
POSITION: PRODUCTION CONTROL/OPERATIONS TEAM LEADER.
ACCOUNTABLE TO: MANAGER, MD EXPLORER COMPOSITE MANUFACTURING.
JOB PURPOSE: To programme and co-ordinate all operations for MD Explorer components and assemblies, including Manager of the Expeditor Team.

ACCOUNTABILITIES:

Accountable for:

Performance of the following functions so as to comply with Project's Schedule and Budget requirements.

- Developing and managing the Master Schedule so as to meet all customer requirements.
- Developing long-term and near-term shop control systems tools used to depict the plan.
- Networking and programming specific identified tasks from the composite manufacturing team inputs.
- Developing appropriate visibility tools such as visibility boards, gantt charts, shortages reports, coverage reports, "S" curves, etc and link them to the project Master Schedule (Artemis).
- Developing an overall capacity plan based on the MD Explorer manufacturing Master Schedule and learning curve factors.
- Preparing of budgets and estimates at completion for the production control activities.
- Adjusting production schedule as directed by the MD Explorer Manufacturing Manager.
- Managing and co-ordinating the interdivisional shared resources (ie. Autoclave, NDT, Paint shop, Stores, Dispatch, etc), so that the priorities are maintained to allow the project to proceed "On Time-On Schedule-To Cost".



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- Ensuring that issue of shop planning packages reflect the required configuration and the appropriate Sales Work Orders.
- Liaising with HDH Victoria on any schedule, cost transfer, transportation and other matters of common concern.
- Providing Management Information (schedule and cost) to Manufacturing Manager to enable tracking and control of the division's performance.
- Developing and establishing the approach for planning and control of "Kanban" systems for just-in-time manufacturing (JIT).
- Representing MD Explorer manufacturing division at the Company's Risk Management Committee.

Approved:



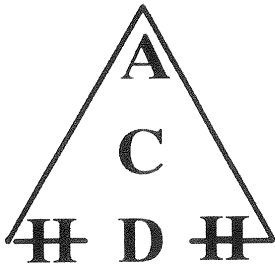
R.D. BULLEN

Accepted:



J. ROLLOFF

Date: 05 Aug. 93.



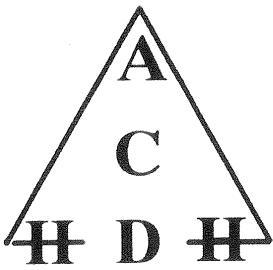
**Hawker De Havilland Limited
(Inc in NSW) Bankstown, Sydney, NSW
AEROSPACE COMPOSITES DIVISION**

Position: PRODUCTION, MANUFACTURING AND TOOLING
MASTER SCHEDULING, PROGRAMMING AND
CO-ORDINATING TEAM LEADER - AEROSPACE
COMPOSITE MANUFACTURING - ALL PROJECTS.

Projects included: MD Explorer Commercial Helicopter;
Airbus A330/A340; Airbus A320; Douglas
Elevators MD80/90; BOEING Elevators 777;
Boeing 737 and Boeing 747.

Accountable for:

- * Developing Production, Manufacturing and Tooling Master Schedules such as Gantt charts, shortages reports, coverage reports, "S" curves, build manufacturing schedules, e.t.c.
- * Defining priority allocations and human resources leveling, so that production schedules are achieved.
- * Integrating Tooling requirements to production schedules so that Manufacturing ramifications are eliminated.
- * Adjusting Production, Manufacturing and Tooling Schedules as directed by the Aerospace Composite Divisional Manager.
- * Foster and administer Continuous Improvement methodologies making full use of the Company and the Division's Quality Initiatives. This will particularly involve effective communication within the Team that encourage self motivated work groups of team members in order to drive down manufacturing costs.
- * Responsible to liaise with Inter Divisional cells and functional groups to agree on programmes and identify required resources.
- * Liaising with HDH Victoria and Aircraft Assembly Division on any schedule, cost transfer, transportation and other matters of common concern.

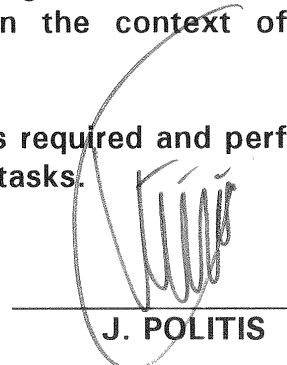


- * Responsible for Sales Work Orders allocation and issue of work orders to the shop floor.
- * Ensuring that issue of shop planning packages reflect the required configuration i.e. shop floor configuration control.
- * Responsible to monitor resources available, highlight shortfalls and assess implications for achievements of production targets.
- * Providing Management Information (schedule and cost) to Divisional Manager to enable tracking and control of the Divisions Performance.
- * Responsible for Health and Safety of all personnel under his care.
- * Responsible for the performance of Quality, Quantity and Efficiency of all individuals under his charge.
- * Actively oversee training of all new employees and continually upgrade existing employees assigned to their section while evaluating the abilities of all employees in conjunction with the required standards.
- * Being a permanent Division's Consultative Committee Management Member.
- * Represent Aerospace Composite Division at the Company's Risk Management Committee.
- * Responsible for the Management and Development of the Just-In-Time and "kanban" Manufacturing techniques.
- * Acting as a consultant, researching/analysing the Self-management (Cellular Manufacturing) Concept and Organisational Performance relationships within the context of his Ph.D research.
- * Attend meetings as required and perform higher level management tasks.

APPROVED:


W. LEWIS

ACCEPTED:


J. POLITIS

DATE:

7/3/94.



INTERNAL MEMO

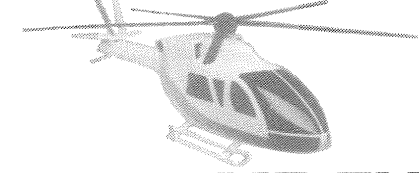


to: HWS, SED, AJG, IDG, MLW, KC, DMcP, PB copies: RSB, RL
from: DALE ROBINSON date: 11 April 1991 ref: MDX1376/cs
subj: APPOINTMENT

Mr. John Politis will be joining the MDX team Monday 15 April 91 to fulfill the role of Cell Leader - Roof & Rear Fuselage. John is to take over his role from Ian Gilford who has been doing dual cell leader roles (a) Tub, and (b) Roof & Rear Fuse. John is to be co-located with the roof and rear fuse design build team.

John, formerly of GAF Melbourne, has just returned from Europe where he was involved with Oerlikon, Karcher and McDonnell Astronautic Co. Harpoon missile programme.

DALE ROBINSON,
MANAGER MDX



MD EXPLORER



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INTERNAL MEMO

to: MDX MANAGEMENT TEAM
MANUFACTURING MANAGEMENT COMMITTEE

from: BOB BULLEN

date: 5 APRIL 1993 ref: BUL434/fm

subj: ARRANGEMENTS OF ANNUAL LEAVE

During the week of the 12th April to 18th April, 1993, I will be on leave. John Politis will be responsible for all aspects of the MD Explorer Composite Manufacturing Team during this time.

R. BULLEN