

Tool Crib Shortage

PRACTICAL SKILLS · PUT IT IN ORDER

Emeka is working the tool crib counter while two shop carts roll up for drill kits and battery packs. The usual routine is simple: scan each request slip, pull the full kit, and send carts out in arrival order. Today, both carts need the same cordless impact, and only one charged pack sits on the charger rack. The supervisor has already marked the brake station setup as first priority on the crib board. The second cart can start with hand tools, but the normal kit list would hold everything until it is complete. Emeka needs a clean sequence that keeps the priority job moving and gives the other crew a useful update.

Put the steps in the best order.

- [ ] Check out the impact and charged pack to the brake station cart, then stage the hand tools for the second cart.
- [ ] Tell the second crew what is ready, what is waiting, and where the shortage is noted in the crib log.
- [ ] Check the two request slips against the charger rack and the impact case so the shortage is confirmed, not guessed.
- [ ] Use the supervisor's marked priority to decide which cart gets the cordless impact and charged pack first.

Answer:

1. Check the two request slips against the charger rack and the impact case so the shortage is confirmed, not guessed.
2. Use the supervisor's marked priority to decide which cart gets the cordless impact and charged pack first.
3. Check out the impact and charged pack to the brake station cart, then stage the hand tools for the second cart.

4. Tell the second crew what is ready, what is waiting, and where the shortage is noted in the crib log.

Think about it: What would change if Emeka filled the carts only in the order they arrived?

TEACHER NOTE

The best order is to confirm the shortage, use the marked priority, check out the impact to the brake station cart while staging hand tools, then update the second crew and crib log. This works because Emeka does not guess, keeps the priority job moving, and leaves a clear record for the tool crib. A strong response keeps communication after the facts are checked, not before.

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