

EXHIBIT 4:
Standard Operating Procedures for the Manufacturing Process

Standard Operating Procedure for the Manufacturing Process

1. The process starts with a turn over meeting,
2. The PM (project manager) must attend these meetings or assign someone else.
3. The PM gathers all specification form the AE (account executive) and fills out the manufacturing specifications sheet.
4. The PM then adds the job functions to a master project sheet and evaluate manpower and timeline requirements.
5. The PM the assigns tasks (every Monday) to the department manager to deploy manpower to meet the targeted deadlines.
6. In the short term the PM also orders the parts necessary to and delivery of these parts to coordinate with the target timeline of each build.
7. Projects are built according to the schedule
8. Weekly updates and review take place on every project during the traffic meeting.
9. Once the product build is complete the product goes into testing.
 - a. Testing includes but is not limited to;
 - i. 4 hour "burn" of laser
 - ii. 8 hour 'burn in' of all electronics
 1. During 'burn in ' time QC (Quality Control staff person) is to give a rough pass of final testing sheet to verify all labels are in place and that the system meets CDRH requirements
 - b. Upon completion of 'burn in' QC is to take measurements of applicable systems and fill out final test sheet.
 - c. Original of 'final test sheet' is filed in Manufacturing Records binder and recorded in log sheet.
 - d. Copy of 'final test sheet' is included in User/Operator manuals that accompany each system.
10. Once manufacturing is satisfied and the QC testing requirements are met the PM takes the job to the AE for QC sign off.