



Morning watch — 4 flags

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Document issued on 24/09/2026

07/08/2026 · fictional document

Fictional document — demonstration example

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Fictional document, produced for demonstration. **The first two flags grow with every shift**: that is what sets their chase at twelve hours rather than forty-eight.

#	Flag	What triggered it	Scope right now	Recipient
1	Instrument out of calibration interval	Interval passed by 12 days	340 parts inspected	Quality manager
2	Issue B drawing on the shop floor	Issue D current since March	Live orders on TR-118	Engineering + supervisor
3	Held batch consumed	2 orders on 03 and 05/08	2 works orders	Quality manager
4	Supplier specification amended	Product sheet of 21/07, no variation	Live framework order	Purchasing + quality

Flag 1 — why the scope grows

Date	Parts inspected with the instrument	Running total
27/07 (interval ends)	—	0
28/07 to 31/07	98	98
01/08 to 04/08	121	219
05/08 to 07/08	121	340

The scope grows by roughly 40 parts per working day. This is not urgency on principle: it is arithmetic urgency, and it is the only reason this flag comes before the other three.

Proposed chases

Flag	Without action	Then
1 and 3	Reminder at 12 h	Site director at 24 h
2 and 4	Reminder at 48 h	Site director at 96 h
All	—	Weekly summary, by subject

The summary is sorted by subject and not by operator. On calibration or drawing issues, a list by name changes what the tool is: it becomes a record of faults, and flags stop being raised.

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