

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **HEB 4#**Number: **R12-CO-100-004**Owner: **Lee Cagle**Revision: **04**Effective Date: **08/01/2014**Page: **1 of 1**

Date: \_\_\_\_\_

Operator: \_\_\_\_\_

Line: \_\_\_\_\_

**Product: HEB 4# Pouch**

Check each block below as the line is prepared for the run. Lead Operator also Supervisor and/or Quality are the only authorized signature. By signing, you are taking full responsibility for the product. Form should be turned into the Production Supervisor at the end of the shift or end of the product run.

**Line Clearance:**

- ☐ Pouches or Cartons Removed    ☐ Corrugated Materials Removed    ☐ Labels Removed  
☐ Pack and Stack Area Cleared    ☐ All Paperwork Turned In

**Pouch Specifications:**

- ☐ Pouch is blue, red and green  
☐ CPU#: **0 41220 00685 4 Above Barcode HEB-00685E**  
☐ Dimensions of pouch: 11"H x 8 1/4"W x 3" Bottom Gusset

**Case Specification:**

- ☐ Case is brown corrugated with black print  
☐ Case has MAGNESIUM SULFATE U.S.P.; EPSOM SALT  
☐ Case dimensions: 5 5/8"H x 16 3/4"W x 11 1/8"D

**Packing Specification:**

- ☐ 6 ct. pouches / case, packed horizontally into case  
☐ Quantity of Pallets: \_\_\_\_\_  
☐ Date Code on Pouch: \_\_\_\_\_ **YYJJJ EXP MMY**  
☐ Date Code on Box: \_\_\_\_\_ **YYJJJ EXP MMY HEB 4LB**

**Pallet Configuration:**

- ☐ 9 cases per layer, column stacked 7 high = 63 cases per pallet  
☐ Finished pallet gets 38" corner boards

**Carton and Pouch Waste:**

- ☐ Starting Inventory Balance: \_\_\_\_\_  
☐ Total Used in Production: \_\_\_\_\_  
☐ Pallet Markers: \_\_\_\_\_  
☐ Ending Inventory Balance: \_\_\_\_\_  
☐ Number of cases not making up a full pallet: \_\_\_\_\_  
☐ Number of containers not making a full case: \_\_\_\_\_

Operator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Quality Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Scale Information Breakdown:**

Reject: \_\_\_\_\_

Over: \_\_\_\_\_

Average: \_\_\_\_\_

Std. Dev.: \_\_\_\_\_

Max: \_\_\_\_\_

Min: \_\_\_\_\_

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