


	GILES CHEMICAL ~ PREMIER MAGNESIA		
	Company Policy		
	Title: Repackaging QC Tech Training Test	Number: R13-FM-100-065a	
	Owner: Lee Cagle	Revision: 0	
	Effective Date: 11/26/13	Page: 1 of 2	

Name: _____ Trainer: _____ Date: _____

1. **True / False** The operator must make sure the line is completely cleared of all prior product components and fragrance during a start-up/change over.
2. **True / False** When dropping a pouch the employee shall hold the top of the pouch evenly with the top of drop test bar and vertically to the floor.
3. **True / False** Drop tests should be performed every 5 minutes.
4. **True / False** When taking a sample for the swab test, ensure to roll swab on each end to ensure entire area of swab contacts surface area of station being swabbed.
5. **True / False** It's not important to wear latex gloves when performing a swab test.
6. **True / False** Weight verification should take place every 5 minutes.
7. **True / False** Tare an empty pouch or carton on the scale prior to taking a weight measurement.
8. **True / False** Any products that are found to be below the quarantine weight limit should be reworked in accordance with the *Rework/Reprocess* Procedure.
9. **True / False** During a line clearance, packing area must be cleared of all products, corrugated, pouches or cartons.
10. **True / False** When performing a daily quality audit you should collect 4 samples from the line and bring them to the quality table.
11. **True / False** If the results of a weight check are below weight limits, then the pallet at the machine will be quarantined and an audit will be performed on the pallet.
12. **True / False** Any product failing a weight check will be disposed of following the *Rework/ Reprocess* procedure (*R12-PR-100-007*).
13. **True / False** If the date code is wrong on any of the products being checked during the daily quality audit, the product will be quarantined and a separate audit will be performed.

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- 14. True / False** USP reserve samples are collected for each Lot (daily).
- 15. True / False** Reserve samples are collected in the middle of the day and consist of each representative packaging (pouch, carton, etc.).
- 16. True / False** Upon receipt of packaging materials, Material Handler will place a *Quality Hold* placard on the materials and place them in the designated quarantine area in the RCF Warehouse.
- 17. True / False** If in-coming raw materials do not meet specifications, remove the *Hold* placard and attach a *Released* placard so the product can be used in production.
- 18. True / False** In-coming fragrance barrels do not have to be approved before being used in production.
- 19. True / False** In-coming salt from Manufacturing must be tagged and have a manufacturing date of less than 1 year from the date it will be used at Repackaging.
- 20. True / False** When receiving salt from an external vendor, Quality Hold placards should be placed on each pallet of material and the material placed in a warehouse location with quarantined isolation until properly released by the Quality Unit.

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