

## GILES CHEMICAL ~ PREMIER MAGNESIA

**Company Form** 

The following training is to be completed by all Repackaging Shift Supervisors

Title: Training Log – Repackaging Shift

Supervisor

Revision: 02

Number: R13-FM-100-056a

Owner: Brook Vaughn Effective Date: 07/13/15 Page: 1 of 1



	<i>by:</i>			
Employee:	Date Position Entered:			
Section	Description	Initials	Date	
Quality	<ul> <li>Safety and Housekeeping Policy - #R12-PL-100-001</li> <li>Safety and Housekeeping Audit - #R12-FM-100-005</li> </ul>			
Safety	<ul> <li>Evacuation - #\$12-PR-200-067</li> <li>Safety Precautions for Scented Salt - #\$12-PR-200-019</li> <li>Forklift Training – Course and Hands On</li> <li>Forklift Checklist - #R14-PR-200-F040</li> </ul>			
Production	<ul> <li>Daily Production Report - #R12-PR-100-002</li> <li>Change Over - #R12-PR-100-003</li> <li>Pouch Drop Test - #R12-PR-100-004</li> <li>Auto Machine Scent Weight Check - #R12-PR-100-005</li> <li>Daily Batch Record - #R12-PR-100-012</li> <li>In-coming Raw Material: Pouch-Carton - #R12-PR-100-013</li> <li>In-coming Raw Material: Fragrance Barrel - #R12-PR-100-014</li> <li>Residual Fragrance Test using TLC - #R12-PR-100-015</li> <li>Adjusting the Powder Feeder - #R12-PR-100-016</li> <li>Product Weight Verification - #R12-PR-100-020</li> <li>Fragrance Dosing Check - #R12-PR-100-021</li> <li>Bulk Feed System - Hanging Salt - #R12-PR-100-024</li> <li>Opening Repackaging Facility - #R13-PR-200-025</li> <li>Closing Repackaging Facility - #R13-PR-200-026</li> <li>Line Clearance - #R13-PR-100-027</li> <li>Stretch Wrap/Birthing Finished Goods - #R12-PR-100-028</li> <li>USP Salt Expiry Code - #R12-PR-100-030</li> <li>In-coming Raw Material: Magnesium Sulfate - #R13-PR-100-032</li> </ul>			

Quality/Safety Coordinator: Date:	
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• Repackaging Cleaning Procedure - #R13-PR-100-034