

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Dr Teal's Chamomile Bilingual 3#**Number: **R12-CO-100-025**Owner: **Monte Plott**Revision: **07**Effective Date: **05/01/2017**Page: **1 of 1**

Date: _____

Operator: _____

Line: _____

Product: Dr Teal's Chamomile Bilingual 3# Pouch 04076-4PK

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:

- ☐ *If this is a fragrance change; verify the line flush was completed and the fragrance is actually Chamomile by smelling the first pouch. Verified by: _____*
- ☐ Pouches or Cartons Removed ☐ Corrugated Materials Removed ☐ Labels Removed
- ☐ Pack and Stack Area Cleared ☐ All Paperwork Turned In ☐ Scent Barrel Removed and Weighed

Pouch Specifications:

- ☐ Pouch is navy, white, yellow, green and black
- ☐ **CPU#: 8 11068 01012 8**
- ☐ Quad Pouch has a Velcro Closure with the following Dimensions 6.75 Wide 11.0 High and 2.75 Flat Bottom

Pouch Machine Recipe:

- ☐ 13.60 grams of fragrance per pouch (1.0%)
- ☐ 40.80 grams for the three shot weight check.
- ☐ Fragrance: Mane Black Barrel Chamomile MF# 168342
- ☐ 1st Barrel Weight: BEG. _____ LB END _____ LB Barrel # _____
- ☐ 2nd Barrel Weight: BEG. _____ LB END _____ LB Barrel # _____

Case Specification:

- ☐ Case is brown corrugated with black print
- ☐ Case has Dr Teal's Epsom Salt Soaking Solution; 4- Net Wt. 3lbs (1.36kg) Bags
- ☐ Requires a printed 4x2 YELLOW label on one side of each case or for the label to be printed on by a VideoJet. Label should include ID# 04012-4PB, Lot# YYJJJ and UPC#10811068010125.
- ☐ Case dimensions: 6 5/8"H x 11 7/8"W x 6 7/8"D

Packing Specification:

- ☐ 4 ct. pouches / case, packed horizontally into case; 644 pouches per full pallet.
- ☐ Quantity of Pallets: _____
- ☐ Date Code on Pouch: _____ **YYJJJ**
- ☐ Date Code on Box: _____ Label or Printed on barcode

Pallet Configuration:

- ☐ 23 cases per layer, column stacked 7 high = 161 cases per pallet

Carton and Pouch Waste:

- ☐ Starting Inventory Balance: _____ + _____ + _____ = _____
- ☐ Total Used in Production: _____
- ☐ Pallet Markers: _____
- ☐ Wasted Labels: _____ + _____ + _____ + _____ + _____ = _____
- ☐ Compactor Form _____ Waste Percentage = _____
- ☐ Calculated Ending Inventory Balance: _____

Actual Ending Inventory: _____

Percent Accounted for: _____

Operator Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

Quality Signature: _____ Date: _____

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