
	GILES CHEMICAL ~ PREMIER MAGNESIA		
	Company Form		
	Title: Training Log – Repackaging Shift Supervisor	Number: R13-FM-100-056a	
	Owner: Brook Vaughn Effective Date: 07/27/16	Revision: 03 Page: 1 of 1	

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

Employee: _____

Date Position Entered: _____

Section	Description	Initials	Date
Quality	<ul style="list-style-type: none"> Safety and Housekeeping Policy - #R12-PL-100-001 Safety and Housekeeping Audit - #R12-FM-100-005 	_____	_____
		_____	_____
Safety	<ul style="list-style-type: none"> Evacuation - #S12-PR-200-067 Safety Precautions for Scented Salt - #S12-PR-200-019 Forklift Training – Course and Hands On Forklift Checklist - #S14-PR-200-F099 	_____	_____
		_____	_____
Production	<ul style="list-style-type: none"> Daily Production Report - #R12-PR-100-002 Change Over - #R12-PR-100-003 Pouch Drop Test - #R12-PR-100-004 Auto Machine Scent Weight Check - #R12-PR-100-005 Daily Batch Record - #R12-PR-100-012 In-coming Raw Material: Pouch-Carton - #R12-PR-100-013 In-coming Raw Material: Fragrance Barrel - #R12-PR-100-014 Residual Fragrance Test using TLC - #R12-PR-100-015 Adjusting the Powder Feeder - #R12-PR-100-016 Product Weight Verification - #R12-PR-100-020 Fragrance Dosing Check - #R12-PR-100-021 Bulk Feed System – Hanging Salt - #R12-PR-100-024 Opening Repackaging Facility - #R13-PR-200-025 Closing Repackaging Facility - #R13-PR-200-026 Line Clearance - #R13-PR-100-027 Stretch Wrap/Birthing Finished Goods - #R12-PR-100-028 USP Salt Expiry Code - #R12-PR-100-030 In-coming Raw Material: Magnesium Sulfate - #R13-PR-100-032 Repackaging Cleaning Procedure - #R13-PR-100-034 	_____	_____
		_____	_____

Quality/Safety Coordinator: _____ Date: _____

Controlled Document

Only those quality documents viewed through the Giles Chemical electronic Documentation System are officially controlled. All other copies, whether viewed through another computer program or a printed version, are not controlled and, therefore, the Quality Unit at Giles assumes no responsibility for accuracy of the document