

GILES CHEMICAL CORPORATION		
COMPANY PROCEDURE		
Standard Operating Procedure	Page : 1 of 3	Revision : Date : 11/30/05
Author: Carl Mooney	Title: (00) Packaging Approval Procedure.	

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Safety:

Observe all safety requirements when obtaining a sample film for review. Caution should be observed when using a safety knife to cut the film sample from the roll.

Personnel responsible for reviewing the Packaging Materials for approval:

1. Quality/Safety Manager
2. Quality/Safety Associate
3. Plant Manager
4. Special Projects Engineer
5. Supply Chain Manager

Equipment needed:

1. Micrometer
2. Accu Dyne Marker Pens
3. Measuring Tape

Procedure:

I. Approval Procedure

- a. Reference the correct specification for each of the specific bag films to be reviewed for approval.
- b. Collect the necessary equipment.
- c. Compare the received film to the following:
 - Measure the Repeat pattern
 - Film width
 - Use the micrometer to measure the film's thickness
 - Use the Accu Dyne Marker Pen # 34 to check for corona treatment per the specification: measure the marked area to determine if specifications are met.
 - Color and lettering design of new product to current product.
 - "T" mark placement and dimensions.
- d. Review the findings with the approval team and a recommendation for the film.
- e. Recommendation should include a test run of the film on the bagging machine.
- f. After all of the above have been completed and reviewed with the approval team the vendor will be contacted and informed by the Supply Chain Manager about the status of the film material

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REVISION HISTORY

<u>Revision Date</u>	<u>Revision Number</u>	<u>Revision Description</u>
11/30/05	00	-Created new document.

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TRAINING DOCUMENTATION

	EMPLOYEE	TITLE	SIGNATURE	DATE
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