1.0 Purpose

The purpose of this procedure is to verify operation of dry additives filler. This will ensure the presence of dry additives such as, but not limited to, baking soda and aspartates in products declaring to contain these additives.

2.0 Scope

This procedure applies to the dry additive fillers. This procedure shall be performed weekly for presence verification and monthly for approximate quantity testing.

3.0 Responsibility

Quality will be responsible for performing this procedure.

4.0 Safety Considerations

Safety shoes, hairnets, smocks, and safety glasses are required while working within the plant.

Safety is a condition of employment. Employees are not authorized to work in an unsafe manner and are prohibited from harming the environment of the facility or community.

5.0 Materials/Equipment

- Balance capable of reading to .01 grams
- Small zip lock bag or pouch
- Permanent marker or pen

6.0 Procedure

Weekly Presence Verification

1. Turn off the fragrance pump.
2. Place opening of small zip lock bag over snout of dry additives filler.
3. Activate filler to dispense additive.
4. Examine sample collected in bag to confirm dry additive presence.
5. If presence is not detected, adjust the filler and repeat the test. Continue to adjust and repeat until presence is confirmed.
6. Record findings on the *Dry Additives Log (R14-PR-100-F054)*.

Monthly Quantified Testing

1. Turn off the fragrance pump.
2. Place a zip lock bag on the balance and tare the balance to zero.
3. Remove the zip lock bag from the balance and take it to the production line that is scheduled for verification.
4. Place the zip lock bag over the snout of the dry additive filler and activate the filler twenty times to simulate filling twenty bags of product while collecting the dry additive.
5. Place the zip lock bag containing the dry additive back on the tared balance and record the weight of the sample collected (A) on the *Dry Additive Log (R14-PR-100-F054).*
6. Record the declared weight of the product (B) on the *Dry Additive Log*.
7. The *Dry Additive Log* will auto calculate the parts per million (ppm) using the following formula:
    - Sample Collected (A)
    - Product Simulated in Lbs (B)
    - Samples Simulated = 20
    - G per Lb. = 454

$$\frac{A}{B \times 20 \times 454} \times 1{,}000{,}000 = \text{ppm}$$

8. Dry additives should be verified once per month or as needed when products are ran according to production needs.
9. If results are not within specified tolerances, then the dry additives feeder will be adjusted and verification completed again.

7.0 Reference Documents

Dry Additive Log *(R14-PR-100-F054)*

8.0 Change Information

New document