

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Hyvee 1#**Number: **R12-CO-100-108**Owner: **Jeff Hill**Revision: **01**Effective Date: **05/13/2013**Page: **1 of 1**

Date: \_\_\_\_\_

Operator: \_\_\_\_\_

Line: \_\_\_\_\_

**Product: Hyvee 1# Carton**

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 day or end of the product run.

**Line Clearance:**

- ☐ Pouches or Cartons Removed    ☐ Corrugated Materials Removed    ☐ Labels Removed  
☐ Pack and Stack Area Cleared    ☐ All Paperwork Turned In

**Carton Specifications:**

- ☐ Carton is blue, red, orange and white  
☐ CPU#: **0 75450 29720 1 Above Barcode HV-29720A**  
☐ Dimensions of carton: 5 1/4"H x 2 3/4"W x 2 3/4"D

**Case Specification:**

- ☐ Case is brown corrugated with red print  
☐ Case has Epsom Salt; 12 – 1lb Cartons  
☐ Case dimensions: 6"H x 10 1/4"W x 8 3/4"D

**Packing Specification:**

- ☐ 12 ct. cartons / case, packed horizontally into case  
☐ Quantity of Pallets: \_\_\_\_\_  
☐ Date Code on Carton: \_\_\_\_\_ EXP MMYJ JJY  
☐ Date Code on Box: \_\_\_\_\_ HYV 1LB EXP MMYJ JJY HYV 1LB

**Pallet Configuration:**

- ☐ 20 cases per layer, column stacked 5 high = 100 cases per pallet

**Carton and Pouch Waste:**

- ☐ Starting Inventory Balance: \_\_\_\_\_  
☐ Total Used in Production: \_\_\_\_\_  
☐ Pallet Markers: \_\_\_\_\_  
☐ Ending Inventory Balance: \_\_\_\_\_  
☐ Number of cases not making up a full pallet: \_\_\_\_\_  
☐ Number of containers not making a full case: \_\_\_\_\_

Operator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Quality Signature: \_\_\_\_\_ 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.