

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Form**Title: **Weekly Clean Day Log**Number: **P12-FM-100-017**Owner: **Joe Rogers**Revision: **01**Effective Date: **05/12/2015**Page: **1 of 1****Weekly Clean Day**

Time Down _____:_____ - Time Up _____:_____

Area	Responsibility	Instructions	Problems or Comments	Opr Intls
When shutting down the plant, all plant shutdown procedures must be followed.				
Brine	Lead Oper.	Are Digesters Running		
	Lead Oper.	Is Press Running		
	Clean day should also be used to catch up on Brine. If digesters or Press cannot be run, note why...			
Centrifuge Area	Lead Oper.	Wash out centrifuge (Big)		
	Lead Oper.	Wash out centrifuge (Small)		
	Lead Oper.	Pick up all hoses and trash		
	Lead Oper.	Check Dust Collector - psi	(Must be over 30 psi) 1 _____ - 2 _____	
	Lead Oper.	Clean sink and equipment		
Dryer Area	Lead Oper.	"Full Dryer Washout"		
	Lead Oper.	"Full Cooler Washout"		
	Lead Oper.	Tops off and wash all salt screws		
	Lead Oper.	Hose off from front to back		
Bagger and Palletizer	Salt Oper.	Empty all Hoppers		
	Salt Oper.	Check inside Hoppers for clods		
	Salt Oper.	Clean belt conveyor screens		
	Salt Oper.	Perform Bagger Maintenance		
	Salt Oper.	Zero and Calibrate Scale		
	Salt Oper.	Remove "Dust" on top of bagger		
	Salt Oper.	Air blow inside bagger		
	Salt Oper.	Air blow scale and inner bucket		
	Salt Oper.	Clean monitors		
	Salt Oper.	Wash down all glass surfaces		
	Salt Oper.	All salt - Top to bottom (Palletizer)		
	Salt Oper.	Clear chutes feeding hoppers		
Digester Area	Mat. Handler	Clean and Clear Brine lines		
	Mat. Handler	Clean ML and Vacuum Filters		
	Mat. Handler	Clean pans/sump for drain rec.		
	Mat. Handler	Clean under ML Pot		
	Mat. Handler	Wash off all tanks and floor		
	Mat. Handler	Put up all hoses		
Drainage	Mat. Handler	Clean out Main Drain Pans		
	Mat. Handler	Clean out Drainage Ditches		
	Mat. Handler	Check All pipe/valves		
	Mat. Handler	Wash Down Mud pan		
	Mat. Handler	Wash down Floors		

Manager Signature: _____

Date: _____

Quality Signature: _____

Date: _____

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