

# Lead Operator Procedural Training

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*Name*

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*Hire Date*

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*Date Operator entered Position*

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*90 Days*

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*180 Days*

*Procedural Training to be done  
during first 90 days*

**Vacuums**

- ☐ ~MANUF-VAC-01 - Crystallizer Operation
- ☐ ~MANUF-VAC-04 - Evaluating Suspended Solids
- ☐ ~MANUF-VAC-05 - Fine Salt Loop

**Production**

- ☐ ~MANUF- TECH- - Production Rate  
30, 55, 70 & 85 per shift
- ☐ ~MANUF- TECH-08 - Restarting Monitoring System
- ☐ ~MANUF- TECH-09 - Rebooting monitoring System
- ☐ ~MANUF- TECH-16 - Process Temperatures
- ☐ ~MANUF- TECH-17 - Power Out for out 5 min list
- ☐ ~MANUF- TECH-10 - Electrical Outage Recovery

**Other**

- ☐ ~MANUF- D&P 05 - Centrifuge Procedure
- ☐ ~MANUF- D&P 12 - Dryer Air Dehumidifier

\_\_\_\_\_ - Plant Manger  
\_\_\_\_\_ - Human Resources

*Procedural Training to be done  
during first 180 days*

**Vacuums**

- ☐ ~MANUF-VAC-03 - Filling & Starting Crystallizer
- ☐ ~MANUF-VAC-06 - Crystallizer Shutdown (temp)
- ☐ ~MANUF-VAC-07 - Crystallizer Extended Shutdown
- ☐ ~MANUF-VAC-08 - Operating Heat Exchanger

**Production**

- ☐ ~MANUF- TECH-05 - Adjusting Electronic  
Density Meter
- ☐ ~MANUF- TECH-06 - Mother Liquor Management

**Other**

- ☐ ~MANUF- DIG-08 - Altering Filter press set points
- ☐ ~MANUF- MISC-06 - LO – Leadership Skills
- ☐ ~MANUF- MISC-04 - Trouble shooting Ideas

\_\_\_\_\_ - Plant Manger  
\_\_\_\_\_ - Human Resources