

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Life Eucalyptus 2kg**Number: **R12-CO-100-044**Owner: **Monte Plott**Revision: **05**Effective Date: **05/01/17**Page: **1 of 1****** 4.41 # Pouch Weight Sheet Required**

Date: _____

Operator: _____

Line: _____

Product: Life Eucalyptus 2kg (4.41#) Pouch

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 shift or end of the product run.

Line Clearance:

- ☐ If this is a fragrance change; verify the line flush was completed and the fragrance is actually Eucalyptus by smelling the first pouch. Verified by: _____
- ☐ Pouches or Cartons Removed ☐ Corrugated Materials Removed ☐ Labels Removed
- ☐ Pack and Stack Area Cleared ☐ All Paperwork Turned In ☐ Scent Barrel Removed and Weighed

Pouch Specifications:

- ☐ Pouch is mint green, white and red
- ☐ CPU#: **0 57800 19615 0**
- ☐ Dimensions of pouch: 11 3/8"H x 9"W x 3" Bottom Gusset

Pouch Machine Recipe:

- ☐ 20.00 grams of fragrance per pouch (1.0%)
- ☐ 60.00 grams for the three shot weight check.
- ☐ Fragrance: Arylessence Blue Barrel Eucalyptus Mint #AC115307
- ☐ 1st Barrel Weight: BEG. _____ LB END _____ LB Barrel # _____
- ☐ 2nd Barrel Weight: BEG. _____ LB END _____ LB Barrel # _____

Case Specification:

- ☐ Case is brown corrugated with green print
- ☐ Case has SEL D'EPSOM LIFE EPSOM SALTS EUACLYPTUS; 32-932LIFE; 6x2kg; Barcode 0 57800 19615 0
- ☐ Case dimensions: 6 1/4"H x 13 1/4"W x 12 1/4"D

Packing Specification:

- ☐ Packed horizontally into case; pouches per case = 6; pouches per pallet = 324
- ☐ Quantity of Pallets: _____
- ☐ Date Code on Pouch: _____ YYJJJ
- ☐ Date Code on Box: _____ YYJJJ

Pallet Configuration:

- ☐ 9 cases per layer, column stacked 6 high = 54 cases per pallet
- ☐ Pallets must be blue Chep pallets

Carton and Pouch Waste:

- ☐ Starting Inventory Balance: _____ + _____ + _____ = _____
- ☐ Total Used in Production: _____
- ☐ Pallet Markers: _____
- ☐ Wasted Labels: _____ + _____ + _____ + _____ + _____ = _____
- ☐ Compactor Form _____ Waste Percentage = _____
- ☐ Calculated Ending Inventory Balance: _____

Actual Ending Inventory: _____ Percent Accounted for: _____

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.