

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Compliments Eucalyptus 2kg**Number: **R14-CO-100-154**Owner: **Monte Plott**Revision: **01**Effective Date: **02/16/16**Page: **1 of 1**

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

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

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

**Product: *Compliments 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 black
- ☐ CPU#: **0 55742 53366 8**
- ☐ 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
- ☐ 1<sup>st</sup> Barrel Weight: BEG. \_\_\_\_\_ LB END \_\_\_\_\_ LB Barrel # \_\_\_\_\_
- ☐ 2<sup>nd</sup> Barrel Weight: BEG. \_\_\_\_\_ LB END \_\_\_\_\_ LB Barrel # \_\_\_\_\_

**Case Specification:**

- ☐ Case is brown corrugated with green print
- ☐ Case is Generic 2KG with label barcode 10055742 53366 5 and 0 55742 53366 8
- ☐ Case dimensions: 6 1/4"H x 13 1/4"W x 12 1/4"D

**Packing Specification:**

- ☐ 6 ct. pouches / case, packed horizontally into case
- ☐ Quantity of Pallets: \_\_\_\_\_
- ☐ Date Code on Pouch: \_\_\_\_\_ YYJJ
- ☐ Date Code on Box: \_\_\_\_\_ YYJJ

**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: \_\_\_\_\_
- ☐ 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.