

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **ESP 5#**Number: **R12-CO-100-009**Owner: **Monte Plott**Revision: **05**Effective Date: **05/01/17**Page: **1 of 1**

Date: _____

Operator: _____

Line: _____

Product: ESP 5# 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:

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

Pouch Specifications:

- ☐ Pouch is black, red, blue, yellow, orange and white
☐ CPU#: **0 76275 00005 2**
☐ Dimensions of pouch: 11"H x 9"W x 3 1/4" Bottom Gusset

Case Specification:

- ☐ Case is brown corrugated with black print
☐ Case has MAGNESIUM SULFATE U.S.P.; EPSOM SALT
☐ Case dimensions: 5 5/8"H x 16 3/4"W x 11 1/8"D

Packing Specification:

- ☐ 6 ct. pouches / case, packed horizontally into case; 378 pouches per full pallet.
☐ Quantity of Pallets: _____
☐ Date Code on Pouch: _____ YYJJ EXP MMY
☐ Date Code on Box: _____ YYJJ EXP MMY ESP 5LB

Pallet Configuration:

- ☐ 9 cases per layer, column stacked 7 high = 63 cases per pallet

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: _____

Scale Information Breakdown:

Reject: _____

Over: _____

Average: _____

Std. Dev.: _____

Max: _____

Min: _____

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