

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Dr Teal's Lavender 6.9#**Number: **R18-CO-100-241**Owner: **Monte Plott**Revision: **00**Effective Date: **6/21/18**Page: **1 of 1**

Date: _____

Operator: _____

Line: _____

Product: Dr Teal's Lavender 6.9# Pouch 04737-4PK

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 Lavender 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 navy, purple, black, green and red
- ☐ CPU#: **8 11068 01737 0**
- ☐ Quad Pouch has a Velcro Closure with the following Dimensions 13"H x 10"W x 3 7/8" Bottom Gusset

Pouch Machine Recipe:

- ☐ 31.33 grams of fragrance per pouch (1.0%)
- ☐ 93.99 grams for the three shot weight check.
- ☐ **Requires Fragrance weight Sheet 6.9# 1.0 % dosage R18-FM-100-209**
- ☐ Fragrance: Mane Black Barrel Lavender B MF# 157362
- ☐ 1st Barrel Weight: BEG. _____ LB END _____ LB Barrel # _____
- ☐ 2nd Barrel Weight: BEG. _____ LB END _____ LB Barrel # _____

Case Specification:

- ☐ Case is brown corrugated with black print
- ☐ Case has Dr Teal's Epsom Salt Soaking Solution; 4- Net Wt. 6.9 lbs (3.13 kg) Bags
- ☐ Requires a printed 4x2 label on one side of each case or for the label to be printed on by a VideoJet. Label should include ID# 04737-4PK, Lot# YYJJJ and UPC# 10811068017377
- ☐ Case dimensions: 6 7/16"H x 15 1/8"W x 11 1/8"D

Packing Specification:

- ☐ 4 ct. pouches / case, packed horizontally into case; 240 pouches per full pallet.
- ☐ Quantity of Pallets: _____
- ☐ Date Code on Pouch: _____ YYJJJ
- ☐ Date Code on Box: _____ Label or Printed on barcode

Pallet Configuration:

- ☐ 10 cases per layer, column stacked 6 high = 60 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: _____

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