
	GILES CHEMICAL ~ PREMIER MAGNESIA		
	Company Procedure		
	Title: Jar Fragrance Mixing	Number: R14-PR-200-047	
	Owner: Kim Williams	Revision: 0	
	Effective Date: 08/14/2014	Page: 1 of 2	

1.0 Purpose

The purpose of this procedure is to outline mixing process for jar production.

2.0 Scope

This procedure is to be performed any time a blend is made for vapor jar production.

3.0 Responsibility

Trained operator for mixing fragrance: responsible for following this procedure

4.0 Safety Considerations

Safety glasses, steel toe shoes, hair/beard net(s), and smock are required when working in the Repackaging Facility.

Safety is a condition of employment. Employees are not authorized to work in an unsafe manner and are prohibited from harming the environment of the facility or community.

5.0 Materials/Equipment

- Rosemary Mint Jar Fragrance
- Cool Vapor Fragrance
- Camphor
- Menthol Crystals
- 2 blue buckets
- 1 green bucket
- 5 gallon bucket
- Raw Material Mixture Labels
- Blank Batch Mixing Records



6.0 Procedure

Responsibilities

1. Break camphor up with air chisel
2. Place liquid pump into fragrance barrel and attach air line
3. Weigh out camphor – place into 5 gallon bucket
4. Weigh out menthol crystals – place into 5 gallon bucket with camphor
5. Weigh out fragrance – pour into 5 gallon bucket with camphor and menthol
6. Place bucket on blender and turn blender on reverse
7. Blend mixture for approximately 45 minutes until completely dissolved

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 the accuracy of the document.

	GILES CHEMICAL ~ PREMIER MAGNESIA		
	Company Procedure		
	Title: Jar Fragrance Mixing	Number: R14-PR-200-047	
	Owner: Kim Williams	Revision: 0	
	Effective Date: 08/14/2014	Page: 2 of 2	

8. Fill raw material label out – batch number will be month, day, year, and number of batch (April 25, 2014 3rd batch of the day = 042514-03)
9. Fill in batch mixing record with all information
10. Pour mixture into smaller bucket and seal lid on
11. Place label on lid

7.0 Reference Documents

N/A

8.0 Change Information

New Document

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 the accuracy of the document.