

GILES CHEMICAL CORPORATION		
COMPANY PROCEDURE		
<b>4 LBS. CARTON MACHINE SETUP</b>	Page : 1 of 3	Date : Revision : 10/2/06
Author:	Clark Williams	

## Objective

To provide a guideline for changing the carton machine over to four pound cartons.

## Scope

Liquipak 800 Machine's #1 and #2 (Normally ran on CM2)

## Responsibility

Repack Maintenance

## Definitions

Same as Three Pound - The step can be omitted if converting from Three pound cartons to four pound cartons

## Procedure

1. Adjust the carton basket to fit the four pound carton size (½ gallon). Turn the black locking knobs located to the left, right, and bottom of the rack to move the guides in or out.
2. Locate the loader. Loosen the black locking knob and push the loader backwards away from the machine. Tighten the black locking knob.
3. Turn all of the picker suction cups on. (The suction cup is turned on when the flat side of the knob is facing up).
4. Locate the two heater pads. These are the first and second stations the cartons pass through. Replace the current heater pads with four pound carton heater pads. To remove the previous pads, loosen the nuts located on either side of the pad (loosen two nuts for each pad). **(Same as Three Pound)**
5. There are eight separate mandrel caps located at the tip of each mandrel. Pull the pin out of current mandrel cap and remove it. Put four pound mandrel cap on the tip of the mandrel (the "O" should be facing the plexi-glass doors) and replace the pin. Repeat for the seven remaining mandrels. **(Same as Three Pound)**
6. Position the carton guides (top set of wings) so they will hold the four pound carton. Manually hold the four pound carton on the mandrel cap. Hand-fold the carton on the bottom score lines and pull the carton until its bottom is flush with the mandrel cap. Position the carton guide so that it's bottom is even with the

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6. (cont.) score lines on the carton top. The wings can be moved by squeezing the two wings together and pulling up or down. **(Same as Three Pound)**
7. Slide the stoppers (bottom set of wings) on each arm up until the wings touch the top of the four pound carton. They can be moved by squeezing the two wings together and pulling down. **(Same as Three Pound)**
8. Locate the guide plates. They are located by the picker suction cups and the loader chain. Remove the old guide plates. The bottom guide plate is removed by loosening a black locking screw located by the loader chain. The side guide plate is removed by loosening a cylindrical nut on the left side of the picker. Place the four pound guide plates in. Tighten the side guide plate nut and the bottom guide plate black locking knob. **(Same as Three Pound)**
9. Remove the old press plates (flat metal plates after the heating sections) by loosening the screw located behind each plate. Place the four pound press plates in the holders. Tighten the screw into the back of each plate. **(Same as Three Pound)**
10. Locate the four tee handles located on the last press plate. Loosen the four tee handles and push the press plate up against the mandrel cap by hand. Move the breaker wings so that the top of the carton is folded correctly. Tighten the four tee handles once the breaker wings are in the desired location. **(Same as Three Pound)**
11. Adjust the unloader so that the spring mounted suction cups touch the side of the carton while it is on the mandrel. Adjust the suction cups by removing the pins located on top of the stroke and moving the suction cups in or out. Place the pin in the desired hole to hold the suction cup in place. **(Same as Three Pound)**
12. Inspect the ½ gallon transfer tube for dirt by looking down the shaft. If there is any dirt, clean it out by spraying compressed air through the shaft. Loosen the tee handle and loosen the 5/8" nut located by the transfer tube. Pull the existing transfer tube out and put in the four pound transfer tube. Tighten the 5/8" nut but leave the tee handle loose. **(Same as Three Pound)**
13. Raise the carton stabilizer just in front of the transfer tube by loosening the nut (located on the mandrel side). Retighten the nut.
14. Pull the unloader stroke down the track until the transfer tube can touch the carton on the unloader.
15. Loosen the tee handle located at the bottom of the stroke guide rails.
16. Turn the hand crank until the metal block reaches the stroke.
17. Tighten the tee handle.
18. Turn off the air to the machine.
19. Locate the carton lock before the conveyor and turn it to the four pound side. **(Same as Three Pound)**
20. Turn the air back on.
21. Loosen the nuts in the cooling rail support blocks (Just above the 2<sup>nd</sup> Press Plate)

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22. Adjust the rails to fit the four pound cartons (Index a few cartons beneath the top heater to check that the carton top lips are close to, but not contacting the heater head) and tighten the nuts back. **(Same as Three Pound)**
23. Loosen the two hand screws located above the carton lock.
24. Blow out the salt from underneath the carriage using an air hose.
25. Move the carriage guide rails in or out so that they fit the four pound cartons. Adjust the carriage using the hand cranks located at the ends of both sides of the machine (silver wheels). Turn the wheel until the carriage reaches the stops for four pound cartons. **(Same as Three Pound)**
26. Adjust the center rail up or down using the hand crank on the lower poucher side of the machine. Move until the indicator needle points to the ½ gallon marker (bottom line).
27. Tighten the two hand screws located above the carton lock.
28. Locate the cooling rails just after the AMS feeder. There are four tee handle screws attached to these rails (two on each side of the machine). Loosen these handles and move the rails in or out to fit the four pound carton. Tighten the four tee handles once the rails are set. **(Same as Three Pound)**
29. Adjust the rails at the end of the machine in or out to fit the four pound cartons. Loosen and tighten the rails with an allen wrench. **(Same as Three Pound)**
30. Adjust the guide at the very beginning of the conveyor in or out to fit the three pound cartons by loosening the four bolts (two for each rail). Tighten the four bolts once the guides are set. **(Same as Three Pound)**
31. Adjust the AMS to a setting of 1820.
32. Locate the AMS feeding nozzle in the machine. Remove the screws from the existing nozzle with an allen wrench. Push down on the nozzle until it comes off of the feeding bin. Place the four pound feeding nozzle on the bin and replace the screws with an allen wrench. **(Same as Three Pound)**