

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Dr. Teal's Peppermint Foot Soak 2#**Number: **R12-CO-100-022**Owner: **Lee Cagle**Revision: **02**Effective Date: **08/01/2014**Page: **1 of 1**

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

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

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

**Product: Dr Teal Peppermint Foot Soak 2# Pouch-04089-4PK**

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 Peppermint 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 blue, white, green, black and purple
- ☐ CPU#: **8 11068 01089 0**
- ☐ Dimensions of pouch: 9 1/4"H x 6 5/8"W x 2 1/4" Bottom Gusset

**Pouch Machine Recipe:**

- ☐ Add Baking Soda in the ribbon blender to feed in pouch. Set ribbon blender to 500.  
**Start Weight** \_\_\_\_\_ **End Weight** \_\_\_\_\_
- ☐ 6.80 grams of fragrance per pouch (0.75%)
- ☐ 20.40 grams for the three shot weight check.
- ☐ Fragrance: Mane Black Barrel Cooling Peppermint MF# 174153
- ☐ 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 black print
- ☐ Case has Dr Teal's Peppermint Foot Soak 2lb; Item#: 04089-4PK Pack: 4; Barcode 1 08 11068 01089 7
- ☐ Case dimensions: 4 1/2"H x 9"W x 8 1/4"D

**Packing Specification:**

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

**Pallet Configuration:**

- ☐ 20 cases per layer, column stacked 12 high = 240 cases per pallet
- ☐ Finished pallet gets 48" corner boards

**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: \_\_\_\_\_

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