

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Dr. Teal Lavender 1# Case Goods**Number: **R15-CO-100-168**Owner: **Monte Plott**Revision: **01**Effective Date: **10/05/2016**Page: **1 of 1**

Date: _____

Operator: _____

Line: _____

Product: Dr Teal Lavender 1# Case Goods 04443-12 pk

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 Blue, Purple and Green
- ☐ CPU#: **8 11068 01443 0**
- ☐ Dimensions of pouch: 8 1/2"H x 5 1/4"W x 2 1/2" Bottom Gusset

Pouch Machine Recipe:

- ☐ 4.54 grams of fragrance per pouch (1.0%)
- ☐ 13.60 grams for the three shot weight check.
- ☐ Fragrance: Mane Black Barrel MF157362
- ☐ 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 is Brown and requires a label with the following information. 04443-12 PK 10811068014437
- ☐ Case dimensions: 7 1/2"H x 15"W x 7"D

Packing Specification:

- ☐ 12 ct. pouches / case, packed horizontally into case; 1080 pouches per full pallet.
- ☐ Quantity of Pallets: _____
- ☐ Date Code on Pouch: _____ YYJJJ
- ☐ Date Code on Box: _____ YYJJJ

Pallet Configuration:

- ☐ 15 cases per layer, column stacked 6 high = 90 cases per pallet
- ☐ Pallets must be Grade A GMA 40" x 48" pallets

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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