



**GILES CHEMICAL ~ PREMIER MAGNESIA**

**Company Form**

Title: **Daily Batch Record**

Number: **R12-PR-100-F012**

Owner: **Brook Vaughn**

Revision: **05**

Effective Date: **11/06/2014**

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## Daily Batch Record Form

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

USP Expiry Date Code POUCH/CARTON: \_\_\_\_\_

SCENTED Expiry Date Code POUCH/CARTON: \_\_\_\_\_

### Incoming Salt Lot Information

Hopper #1: \_\_\_\_\_

Hopper #2: \_\_\_\_\_

Hopper #3: \_\_\_\_\_

Hopper #4: \_\_\_\_\_

Hopper #5: \_\_\_\_\_

### Check each box once completed

- ☐ Daily Batch Record
- ☐ Recon Record
- ☐ Certificate(s) of Analysis
- ☐ Start-Up/Change-Over Forms
- ☐ Expiry Date Sign-off
- ☐ Daily Production Report
- ☐ Weight Sheets
- ☐ Fragrance Weight Sheets
- ☐ Auto Scent & Weight Check
- ☐ Salt Waste Forms
- ☐ Auto Summary Forms
- ☐ Incoming Salt Inspection Forms
- ☐ Daily Quality Audits

Reviewed-Production: \_\_\_\_\_

Reviewed-Quality: \_\_\_\_\_

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