

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Kura Mandarin 1lb**Number: **R13-CO-100-125**Owner: **Jeff Hill**Revision: **1**Effective Date: **10/22/2013**Page: **1 of 1**

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

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

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

**Product: Kura Mandarin 1lb Pouch**

Ensure each item listed is completed before running the line. Two of the following people must sign-off on this document before packing product; Lead Operator, Supervisor, or Quality. By signing; you are taking full responsibility for the product. Form should be turned into the Production Supervisor at the end of the day 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 Citrus 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 orange, white, purple and lavender
- ☐ CPU#: **7 502269 680045**
- ☐ Dimensions of pouch: 8 ½"H x 5 ¼"W x 2 ½" Bottom Gusset

**Pouch Machine Recipe:**

- ☐ 2.27 grams of fragrance per pouch (0.5%)
- ☐ 6.81 grams for the three shot weight check.
- ☐ Fragrance: Arylessence Blue Barrel Citrus #AC122219
- ☐ 1<sup>st</sup> Barrel Weight: BEG. \_\_\_\_\_ LB Barrel # \_\_\_\_\_
- ☐ 2<sup>nd</sup> Barrel Weight: BEG. \_\_\_\_\_ LB Barrel # \_\_\_\_\_

**Case Specification:**

- ☐ Case is brown corrugated with black print
- ☐ Case has Epsom Salt; 12x1lb
- ☐ Case dimensions: 7"H x 15"W x 7"D

**Packing Specification:**

- ☐ 12 ct. pouches / case, packed horizontally into case
- ☐ Quantity of Pallets: \_\_\_\_\_
- ☐ Date Code on Pouch: \_\_\_\_\_ YJJJ
- ☐ Date Code on Box: \_\_\_\_\_ KURA MAN YJJJ KURA MAN

**Pallet Configuration:**

- ☐ 15 cases per layer, column stacked 6 high = 90 cases per pallet

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

**SHIFT ONE****SHIFT TWO**

Operator Signature/Date: \_\_\_\_\_

Operator Signature/Date: \_\_\_\_\_

Supervisor Signature/Date: \_\_\_\_\_

Supervisor Signature/Date: \_\_\_\_\_

Quality Signature/Date: \_\_\_\_\_

Quality Signature/Date: \_\_\_\_\_

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