

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Hyvee 4#**Number: **R12-CO-100-096**Owner: **Monte Plott**Revision: **07**Effective Date: **05/01/17**Page: **1 of 1**

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

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

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

**Product: Hyvee 4# Carton**

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:**

- ☐ Pouches or Cartons Removed    ☐ Corrugated Materials Removed    ☐ Labels Removed  
☐ Pack and Stack Area Cleared    ☐ All Paperwork Turned In

**Carton Specifications:**

- ☐ Carton is blue, red, orange and white  
☐ CPU#: **0 75450 29722 5 Above Barcode HV-29722C**  
☐ Dimensions of carton: 9"H x 3 3/4"W x 3 3/4"D

**Case Specification:**

- ☐ Case is brown corrugated with black print  
☐ Case has 6-1/2 DOZ; EPSOM SALT  
☐ Case dimensions: 10"H x 12"W x 8"D

**Packing Specification:**

- ☐ 6 ct. cartons / case, packed vertically into case ; 600 cartons per full pallet  
☐ Quantity of Pallets: \_\_\_\_\_  
☐ Date Code on Carton: \_\_\_\_\_ **YYJJ EXP MMY**  
☐ Date Code on Box: \_\_\_\_\_ **YYJJ EXP MMY HYV 4LB**

**Pallet Configuration:**

- ☐ 20 cases per layer, column stacked 5 high = 100 cases per pallet  
☐ **Product requires a red PECO pallet.**

**Carton and Pouch Waste:**

- ☐ Starting Inventory Balance: \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ = \_\_\_\_\_  
☐ Total Used in Production: \_\_\_\_\_  
☐ Pallet Markers: \_\_\_\_\_  
☐ Wasted Labels: \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ = \_\_\_\_\_  
☐ Compactor Form \_\_\_\_\_ Waste Percentage = \_\_\_\_\_  
☐ Calculated Ending Inventory Balance: \_\_\_\_\_

Actual Ending Inventory: \_\_\_\_\_ Percent Accounted for: \_\_\_\_\_

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

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

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

**Scale Information Breakdown:****Line #1:**

Reject: \_\_\_\_\_  
Over: \_\_\_\_\_  
Average: \_\_\_\_\_  
Std. Dev.: \_\_\_\_\_  
Min: \_\_\_\_\_  
Max: \_\_\_\_\_

**Line #2:**

Reject: \_\_\_\_\_  
Over: \_\_\_\_\_  
Average: \_\_\_\_\_  
Std. Dev.: \_\_\_\_\_  
Min: \_\_\_\_\_  
Max: \_\_\_\_\_

**Controlled Document**

Only those quality documents viewed through the Giles Chemical electronic Documentation System are officially controlled. All other copies, whether viewed through another computer program or a printed version, are not controlled and, therefore, the Quality Unit at Giles assumes no responsibility for accuracy of the document.