
	GILES CHEMICAL ~ PREMIER MAGNESIA		
	Company FORM		
	Title: Daily Clean Up for Auto #7	Number: R13-PR-100-F017g	
	Owner: Thomas Evans	Revision: 01	
	Effective Date: 6/8/18	Page: 1 of 1	

Auto #7 Cleaning Log

Auto lines are cleaned according to the ***Repackaging Cleaning Procedure (R13-PR-100-034)***.

Check each block below as the line is being cleaned. Lead Operator must verify that the line is clean before signing. By signing, you are verifying that the line is clean and ready for use. After cleaning is complete turn the sign off sheet in to your supervisor.

Shift #1 <input type="checkbox"/>	Shift #2 <input type="checkbox"/>	Shift #3 <input type="checkbox"/>
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Non-critical Contact Points:

- ☐ Used compressed air to blow off all salt inside, outside, and underneath the scales.
- ☐ Emptied each bucket of the scales.
- ☐ Used compressed air to blow salt off the machine from top to bottom.
- ☐ Removed pull belts, washed with warm water in sink, blow dry before reinstalling.
- ☐ Cleaned seal bars and changed seal tape (if needed).
- ☐ Wiped down doors, forming tube, film rollers, zipper inserter rollers, date coder, and bag support table with a clean damp rag.
- ☐ Used compressed air to blow off all conveyors and then wiped them down with a clean damp rag.
- ☐ Used compressed air to blow off the metal detector, wiped it down with a clean damp rag.
- ☐ Used compressed air to blow off the Combi case erector, pack station, and sealer, wiped them down with a clean damp rag (changed tape rolls if needed)
- ☐ Cleaned up all nonconforming pouches and disposed of salt following the *Rework and Reprocessing of Salt* procedure (R12-PR-100-007).
- ☐ Swept the area around the machine to clean up all debris.

Critical Contact Points:

- ☐ Blew out Hopper with compressed air and sprayed it with Isopropyl alcohol while it was empty.
- ☐ Posted correct ID sign (RED-Not Clean, GREEN-Cleaned for USP, and BLUE-Cleaned for Tech Grade) stating the condition of the machine.

Comments:

Operator Signature: _____ Date: _____

- ☐ I hereby verify that this line is clean, has the correct ID sign posted and is ready for use

Supervisor Signature: _____ Date: _____

Reviewed By: QA Initials: _____ Date: _____

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