

	<b>GILES CHEMICAL</b>		
	<b>COMPANY PROCEDURE</b>		
	<b>Palletizer Procedure</b>	Page : 1 of 3	Revision : 02 Date : 05/27/09
	Author: <b>Selwyn Scoggin</b>	Job Specific	

**Personnel responsible:**

Lead Operator and / or Salt Operator

**Safety equipment:**

All safety glasses and appropriate safety apparel is to be worn at all times.

**Summary:**

The Palletizer and associated conveyors receive the filled bags from the bagger, convey them to the Palletizer where they are arranged into layers and stacked on a pallet. The full pallet is discharged from the Palletizer and conveyed to the stretch wrapper, where it is wrapped and sent to the pick up area.

**Procedure:**

**A. Starting Palletizer**

1. Inspect Palletizer for loose and/or damaged components.
2. Clean up loose bags and salt from conveyors and Palletizer (do not use water).
3. Clean all photo eyes with a damp rag.
4. Reset safety chord.
5. Insure doors on electrical panels for conveyor and Palletizer are closed.
6. Press start button on Palletizer.
7. Select number of bags per layer and number of layers per pallet.
8. Insert adequate number of slip sheets into placer.
9. Place no more than 12 pallets into dispenser.
10. Reset and start the safety switch at the bagger.
11. Press start button on conveyor panel.
12. System is now ready to receive bags.

**B. Operating Palletizer**

1. The operator will make rounds as required by the log sheet to observe for proper operation and potential problems.
2. Make corrective interventions as required.

**C. Stopping Palletizer**

1. Stop the bagger from sending bags to the Palletizer. Hopefully, the right number of bags to finish a pallet.
2. If it is necessary to stop with an uncompleted pallet, press the clear button, and the Palletizer will empty itself.
3. Press stop button on Palletizer.
4. Insure that all bags, broken and unbroken are removed from conveyors, catwalks, Palletizer, and floor.
5. Clean up any residual salt that may have spilled.
6. Press stop button on conveyor control panel.



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Job Specific

**TRAINING DOCUMENTATION**

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