

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Dr Teal's 6#**Number: **R12-CO-100-013**Owner: **Monte Plott**Revision: **10**Effective Date: **05/17/18**Page: **1 of 1**

Date: _____

Operator: _____

Line: _____

Product: Dr. Teal's 6# Velcro Pouch

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

Pouch Specifications:

- ☐ Pouch is navy, black, red, white and purple
☐ CPU#: **8 11068 01049 4**
☐ Dimensions of pouch: 12.25"H x 9.75"W x 3" Bottom Gusset

Case Specification:

- ☐ Case is brown corrugated with black print
☐ Case has Dr. Teal's 6lb Epsom Salt Quad Pouch – ENGLISH; 04049-6pk; Barcode 1 08 11068 01033 0
☐ Case dimensions: 11"H x 14"W x 8 1/4"D

Packing Specification:

- ☐ 6 ct. pouches / case, packed horizontally into case; 312 pouches per full pallet.
☐ Quantity of Pallets: _____
☐ Date Code on Pouch: _____ YYJJ
☐ Date Code on Box: _____ YYJJ

Pallet Configuration:

- ☐ 13 cases per layer, column stacked 4 high = 52 cases per 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: _____

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