

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Compliments Eucalyptus 2kg**Number: **R14-CO-100-154**Owner: **Monte Plott**Revision: **03**Effective Date: **05/01/17**Page: **1 of 1****\*\* 4.41 # Pouch Weight Sheet Required**

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

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

**Product: *Compliments Eucalyptus 2kg (4.41#) Pouch***

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

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:**

- ☐ *If this is a fragrance change; verify the line flush was completed and the fragrance is actually Eucalyptus 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 mint green, white and black
- ☐ CPU#: **0 55742 53366 8**
- ☐ Dimensions of pouch: 11 3/8"H x 9"W x 3" Bottom Gusset

**Pouch Machine Recipe:**

- ☐ 20.00 grams of fragrance per pouch (1.0%)
- ☐ 60.00 grams for the three shot weight check.
- ☐ Fragrance: Arylessence Blue Barrel Eucalyptus Mint #AC115307
- ☐ 1<sup>st</sup> Barrel Weight: BEG. \_\_\_\_\_ LB END \_\_\_\_\_ LB Barrel # \_\_\_\_\_
- ☐ 2<sup>nd</sup> Barrel Weight: BEG. \_\_\_\_\_ LB END \_\_\_\_\_ LB Barrel # \_\_\_\_\_

**Case Specification:**

- ☐ Case is brown corrugated with green print
- ☐ Case is Generic 2KG with label barcode 10055742 53366 5 and 0 55742 53366 8
- ☐ Case dimensions: 6 1/4"H x 13 1/4"W x 12 1/4"D

**Packing Specification:**

- ☐ Packed horizontally into case; pouches per case = 6; pouches per pallet = 324
- ☐ Quantity of Pallets: \_\_\_\_\_
- ☐ Date Code on Pouch: \_\_\_\_\_ YYJJJ
- ☐ Date Code on Box: \_\_\_\_\_ YYJJJ

**Pallet Configuration:**

- ☐ 9 cases per layer, column stacked 6 high = 54 cases per pallet
- ☐ Pallets must be blue Chep pallets

**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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