

**GILES CHEMICAL ~ PREMIER MAGNESIA****Change Over**Title: **Recover Regimen 3# Vanilla Patchouli** Number: **R16-CO-100-178**Owner: **Monte Plott**Revision: **05**Effective Date: **05/01/17**Page: **1 of 1**

Date: _____

Operator: _____

Line: _____

Product: Recover Regimen 3# Vanilla Patchouli

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 Vanilla 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 matte brown with light yellow box on front of pouch.
☐ CPU#: **8 65228 00020 7**
☐ Dimensions of pouch: 10 1/2"H x 7 1/4"W x 3" Bottom Gusset

Pouch Machine Recipe:

- ☐ Add Baking Soda mix in the ribbon blender to feed in pouch. Set ribbon blender to 700.
Start Weight _____ End Weight _____
☐ Dry Add Verification should be documented on form R12-PR-100-F005 Auto Scent and Weight Check
☐ 6.80 grams of fragrance per pouch (0.50%)
☐ 20.40 grams for the three shot weight check.
☐ Fragrance: Arylessence Blue Barrel AH180550 Vanilla Sugar Type Fragrance
☐ 1st Barrel Weight: BEG. _____ LB END _____ LB Barrel # _____
☐ 2nd Barrel Weight: BEG. _____ LB END _____ LB Barrel # _____

Case Specification:

- ☐ Case is brown corrugated with black print
☐ Case is a generic 3# pack with a label attached.
☐ Label has Recover Regimen Epsom Salt RESQROX VANILLA PATCHOULI Barcode 10865228000204
☐ Case dimensions: 6 7/8"H x 11 1/2"W x 10"D

Packing Specification:

- ☐ 6 ct. pouches / case, packed horizontally into case; 576 pouches per full pallet.
☐ Quantity of Pallets: _____
☐ Date Code on Pouch: _____ YYJJJ
☐ Date Code on Box/Label: _____ YYJJJ

Pallet Configuration:

- ☐ 16 cases per layer, column stacked 6 high = 96 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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