

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Calgon Mint Green Tea (C355) 3#**Number: **R14-CO-100-147**Owner: **Lee Cagle**Revision: **02**Effective Date: **12/24/2014**Page: **1 of 1**

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

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

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

**Product: Calgon Mint Green Tea (C355) 3# 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:**

- ☐ *If this is a fragrance change; verify the line flush was completed and the fragrance is actually Mint Green Tea 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 Green and White with Black and Green writing
- ☐ CPU#: **8 15890 01435 4**
- ☐ Dimensions of pouch: 9 3/4"H x 8"W x 2 3/4" Bottom Gusset

**Pouch Machine Recipe:**

- ☐ Approximately 6.80 grams of fragrance per pouch (0.50%)
- ☐ Approximately 20.40 grams for the three shot weight check.
- ☐ Fragrance: Takasago RZ-011699 Mint Green Tea
- ☐ 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 black print
- ☐ Case has Calgon Green Tea 48 oz; 3-48oz Item# C355; Barcode 20815890014358
- ☐ Case dimensions: 6 "H x 10 1/2"W x 6 1/4"D
- ☐ When using a generic unprinted box, labels are required. Label should include ID# C355 3PK, Lot# YYJJJ and UPC# 20815890014358 (**VERIFY ALL PRINT IS ENGLISH ONLY**)

**Packing Specification:**

- ☐ 3 ct. pouches / case, packed horizontally into case
- ☐ Quantity of Pallets: \_\_\_\_\_
- ☐ Date Code on Pouch: \_\_\_\_\_ YYJJJ
- ☐ Date Code on Box: \_\_\_\_\_ YYJJJ

**Pallet Configuration:**

- ☐ 24 cases per layer, column stacked 8 high = 192 cases per pallet

**Carton and Pouch Waste:**

- ☐ Starting Inventory Balance: \_\_\_\_\_
- ☐ Total Used in Production: \_\_\_\_\_
- ☐ Pallet Markers: \_\_\_\_\_
- ☐ Ending Inventory Balance: \_\_\_\_\_
- ☐ Number of cases not making up a full pallet: \_\_\_\_\_
- ☐ Number of containers not making a full case: \_\_\_\_\_

Operator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Quality Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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