

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **Walgreen's Eucalyptus 3#**Number: **R12-CO-100-037**Owner: **Jeff Hill**Revision: **03**Effective Date: **11/18/2013**Page: **1 of 1**

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

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

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

**Product: Walgreen's Eucalyptus 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 day 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 green, blue, red, white and clear
- ☐ CPU#: **3 11917 14389 7 Above Barcode Item# 157828**
- ☐ Dimensions of pouch: 10 1/2"H x 7 1/4"W x 3" Bottom Gusset

**Pouch Machine Recipe:**

- ☐ Add Aspartate mix in the ribbon blender to feed in pouch. Set ribbon blender to 800.
- ☐ **Start Weight** \_\_\_\_\_ **End Weight** \_\_\_\_\_
- ☐ 6.80 grams of fragrance per pouch (0.50%)
- ☐ 20.40 grams for the three shot weight check.
- ☐ Fragrance: Arylessence Blue Barrel Eucalyptus Mod #AG 166160
- ☐ 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 has W EPSOM SALT EUCALYPTUS 3lb; 6 Each; Wic# 157828; Barcode 1 03 11917 14389 4
- ☐ Case dimensions: 6 7/8"H x 11"W x 10"D
- ☐ \*\*A 4x2 label with WIC# 157828 and barcode 10311917143894 needs to be put on the case, covering old numbers until new cases are ordered

**Packing Specification:**

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

**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: \_\_\_\_\_
- ☐ Ending Inventory Balance: \_\_\_\_\_
- ☐ Number of cases not making up a full pallet: \_\_\_\_\_
- ☐ Number of containers not making a full case: \_\_\_\_\_

**SHIFT ONE**

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

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

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

**SHIFT TWO**

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

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

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

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