

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Form**Title: **Training Log – Warehouse Operator**Number: **P13-FM-100-003**Owner: **Lee Cagle**Revision: **0**Effective Date: **04/05/13**Page: **1 of 3**

The following training is to be completed by Warehouse Operator by: _____

Employee: _____ Position: Warehouse Operator Date Position Entered: _____

Section	Description	Initials	Date
Quality	<ul style="list-style-type: none">• Safety and Housekeeping Policy - #P12-PL-100-001• Safety and Housekeeping Audit - #Q12-FM-100-004• ID and Use of SCR Codes – On The Job Training• Using the Documentation System – Hands on Training	_____ _____ _____ _____	_____ _____ _____ _____
Safety	<ul style="list-style-type: none">• Pre-Shift Forklift Inspections - #P12-PR-200-067• Daily Checklist for Forklifts - #P12-PR-200-F067• Forklift Training – Course and Hands On• Evacuation - #S12-PR-200-003	_____ _____ _____ _____	_____ _____ _____ _____
Bagger, Dryer, Palletizer	<ul style="list-style-type: none">• Bagger Cleaning Procedure- #P12-PR-100-034• Bagger Operation Procedure - #P12-PR-100-035• Bagger Calibration Procedure - #P12-PR-100-036• Palletizer Procedure - #P12-PR-200-039• Bag Weight Checks and Control Chart - #P12-PR-100-040• Daily Checks - #P12-PR-100-041• Bagger - Startup & Shut Down - #P12-PR-100-042• Bagger – Troubleshooting - #P12-PR-200-043• Dryer Air Dehumidifier - #P12-PR-200-044• Screener Break - #P12-PR-100-045	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____
Shipping	<ul style="list-style-type: none">• ID of Pallets and Super Sacks - #P12-PR-200-072• Crystal Product Truck Loading - #P12-PR-200-001• Liquid Loading System - #P12-PR-200-069• Releasing Day Shift Liquid Loads - #P12-PR-100-068	_____ _____ _____ _____	_____ _____ _____ _____

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Raw Materials	<ul style="list-style-type: none">• Manually Filling Day Hopper - #P12-PR-200-003• Acid Tanks and Supply Pumps - #P12-PR-200-004• Acid Unloading Procedure - #P12-PR-200-005• MgO Unloading Procedure - #P12-PR-200-006• Acid History Log Procedure - #P12-PR-200-007• MgO History Log Procedure - #P12-PR-200-008• Unloading Acid Trucks - #P12-PR-200-009	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
Digesters	<ul style="list-style-type: none">• Monitoring System Alarms - #P12-PR-200-010• Pressure Washing the K-S Filter Press - #P12-PR-200-018• Starting Digester From Empty - #P12-PR-200-011• Digester Operations - #P12-PR-200-012• Starting and Stopping Digesters - #P12-PR-200-013• Mother Liquor Management - #P12-PR-200-014• Cleaning the MgO Mix Pot - #P12-PR-200-015• Altering Filter Press Settings - #P12-PR-200-016• Operating the K-S Filter Press - #P12-PR-200-017• Operation of the Liquid Load pH Meter - #P12-PR-100-019• Operating the Small Press - #P12-PR-200-021• Operating the Scrap Tank - #P12-PR-200-022• Loading Liquid Loads From the Crystallizer - #P12-PR-200-023• Operating the ACS Filter Press - #P12-PR-200-024• Filter Press Set Points - #P12-PR-200-020• Digester Troubleshooting Flowchart - #P12-PR-200-025	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
Crystallizer	<ul style="list-style-type: none">• Crystallizer Operations - #P12-PR-200-026• Mass Flow Density Loop Washout - #P12-PR-200-027• Filling and Starting Crystallizer - #P12-PR-200-028• Fine Salt Loop - #P12-PR-200-030• Crystallizer Shutdown (Temporary) - #P12-PR-200-031• Crystallizer Extended Shutdown - #P12-PR-200-032	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

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Technical	<ul style="list-style-type: none">• Electrical Outage Recovery - #P12-PR-200-054• Process Temperatures - #P12-PR-200-059• Power Out 5 Minutes - #P12-PR-200-060• Adjusting the Electronic Density Meter - #P12-PR-200-051• Restarting Monitoring System Screen - #P12-PR-200-052• Restarting Monitoring System Server - #P12-PR-200-053	_____ _____ _____ _____ _____ _____	_____ _____ _____ _____ _____ _____
Forms	<ul style="list-style-type: none">• Digester Log – #P12-FM-100-006• Vacuum Log - #P12-FM-100-007• Press Life Log - #P12-FM-200-012• Pour Back Log - #P12-FM-200-013• Clean Day Log - #P12-FM-100-017• Arch Testing Log - #P13-PR-100-F070• Work Request Form - #P12-FM-200-020• Daily Duties Checklist - #P12-FM-200-021• Warehouse Rack Check - #P13-PR-100-F071a• Upper Warehouse Diagram - #P13-PR-100-F071b	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____
Miscellaneous	<ul style="list-style-type: none">• Using the Pressure Washer - #P12-PR-200-066• Arch Testing - Manufacturing - #P13-PR-100-070	_____ _____	_____ _____

Plant Manager: _____ Date: _____

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