

**GILES CHEMICAL ~ PREMIER MAGNESIA****Change Over**Title: **Members Mark 7# Club 2 pack**Number: **R15-CO-100-165**Owner: **Monte Plott**Revision: **04**Effective Date: **05/01/17**Page: **1 of 1**

Date: _____

Operator: _____

Line: _____

Product: Members Mark 7# Club 2 pack

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:

- ☐ Pouches or Cartons Removed ☐ Corrugated Materials Removed ☐ Labels Removed
☐ Pack and Stack Area Cleared ☐ All Paperwork Turned In

Pouch Specifications:

- ☐ Pouch is green, yellow and white.
☐ **This pouch has no barcode as it is packed inside a box.**
☐ Dimensions of pouch: 13.0"H x 10.0 W x 4.0" Bottom Gusset

Case Specification:

- ☐ Case is green, yellow and white
☐ Case has Members Mark brand and carries Barcode 0 78742 10376 1
☐ Case dimensions: 6.7" H x 7.33" W x 8"D

Packing Specification:

- ☐ 2 ct. pouches / case, packed horizontally into case; 240 pouches per full pallet.

- ☐ Quantity of Pallets: _____

- ☐ Date Code on Pouch: _____ YYJJJ EXP MMY

- ☐ Date Code on Box: _____ YYJJJ EXP MMY (Printed by VideoJet)

Pallet Configuration:

- ☐ 20 cases per layer, column stacked 6 high 120 cases per pallet
☐ Pallets must be built in the following manner. 1. Pallet 2. Slip sheet 3. Product 4. Slip sheet REPEAT
☐ Product must be placed on a red PECO 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: _____

Scale Information Breakdown:

Reject: _____

Over: _____

Average: _____

Std. Dev.: _____

Max: _____

Min: _____

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