

Material Handler Procedural Training

Name

Hire Date

Date Operator entered Position

90 Days

180 Days

*Procedural Training to be done
during first 90 days*

Raw Material

- ☐ ~MANUF-RM-05 - MgO Car History Log
- ☐ ~MANUF-RM-04 - Acid Tanks & Supply pumps
- ☐ ~MANUF-RM-06 - Acid Car History Log

Shipping and Receiving

- ☐ ~MANUF- S&R-01 - Crystal Product Truck Loading
- ☐ ~MANUF- S&R-02 - Releasing day shift liquid loads
- ☐ ~MANUF- S&R-03 - Liquid Load System

Digester and Press

- ☐ ~MANUF- DIG 03 - Digester Operations
- ☐ ~MANUF- DIG 06 - Mother Liquor Management
- ☐ ~MANUF- DIG 07 - Cleaning MgO mix pots
- ☐ ~MANUF- DIG 09 - Operating K&S Filter press
- ☐ ~MANUF- DIG 17 - Operating ACS Filter press
- ☐ ~MANUF- DIG 11 - Operating Liquid pH meter
- ☐ ~MANUF- DIG 13 - Operating Small Press

_____ - Lead Operator

_____ - Plant Manger

_____ - Human Resources

*Procedural Training to be done
during first 180 days*

Raw Material

- ☐ ~MANUF-RM-01 - MgO Unloading
- ☐ ~MANUF-RM-02 - Manually Filling Day hopper
- ☐ ~MANUF-RM-03 - Acid Unloading

Boiler Room

- ☐ ~MANUF- BOIL-01 - Boiler Treatment and Blow down

Digester and Press

- ☐ ~MANUF- DIG 02 - Starting Digester From Empty
- ☐ ~MANUF- DIG 05 - Starting & Stopping Digesters
- ☐ ~MANUF- DIG 16 - Crystallizer Liquid Load loads
- ☐ ~MANUF- DIG 14 - Operating the Scrap Tank
- ☐ ~MANUF- DIG 18 - Digester Troubleshooting
- ☐ ~MANUF- DIG 08 - Altering Filter Press Settings

_____ - Lead Operator

_____ - Plant Manger

_____ - Human Resources