

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Procedure**Title: **San Francisco Bath 20#**Number: **R14-CO-100-145**Owner: **Monte Plott**Revision: **0**Effective Date: **05/27/2014**Page: **1 of 1**

Date: _____

Operator: _____

Product: San Francisco Bath 20# Pouch**Line:** _____

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:

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

Pouch Specifications:

- ☐ Pouch is clear with a one way valve on the rear of the pouch
☐ **Pouch requires a label to be attached using the reference placement example. The label is light blue with a pink outline. Barcode with the following information included (X000ESWGG5)**
☐ Dimensions of pouch: 14.0" wide 17.0" High and 5.0" Gusset

Case Specification:

- ☐ Case is brown corrugated with black print
☐ Case dimensions: 6"H x 18"W x 12"D

Packing Specification:

- ☐ 2 ct. pouches / case, packed side by side into case. DO NOT STACK ON TOP OF EACH OTHER
☐ Quantity of Pallets: _____
☐ Date Code on Pouch: _____ YJJJ EXP MMY
☐ Date Code on Box: _____ YJJJ EXP MMY SFB20

Pallet Configuration:

- ☐ 7 cases per layer, column stacked 5 high = 35 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**SHIFT TWO**

Operator Signature/Date: _____ Operator Signature/Date: _____

Supervisor Signature/Date: _____ Supervisor Signature/Date: _____

Quality Signature/Date: _____ Quality Signature/Date: _____

Scale Information Breakdown:

Reject: _____

Over: _____

Average: _____

Std. Dev.: _____

Max: _____

Min: _____

Controlled Document

Only those quality documents viewed through the Giles Chemical electronic Documentation System are officially controlled. All other copies, whether viewed through another computer program or a printed version, are not controlled and, therefore, the Quality Unit at Giles assumes no responsibility for accuracy of the document.