

	GILES CHEMICAL		
	STANDARD OPERATING PROCEDURE		
	Bagger - Shift Startup / Shutdown	Page : 1 of 2	Revision : 1 Date : 02/12/07
	Author: Maintenance	Report #:	

General Startup

1. Check air valve to ensure air is turned on to bagger
2. Make sure air pressure is at least 6 bar
3. Check that product for bagging is available (salt in hopper)
4. Switch on main switch
5. Switch on weigher and transport system
6. Press “MK-ON” for Start preparation and check functions. The main supply valve for the air will be open and the heating system for the welding bars will be on.
7. Press “START AUTO MODE”. The control panel now instructs you through the sequences needed to operate the machine but waits until temperatures and air pressure are correct

OPERATOR MAINTENANCE

Shift Start Operator Checks

- Clean gripper head and heaters (see Daily Checks for detailed info).
- Inspect heater bars for wear (see Weekly Checks for detailed info).
- Check print quality.
- Zero scales
 1. With MK running product select “manual “ screen
 2. Select “run count” screen
 3. Set “total bags for each batch” to 1
 4. Press restart batch. The MK will stop after 1 bag with the scale empty.
 5. Select “config” screen on the Scale terminal
 6. Select “weight controller” screen
 7. Select “zero scale” screen
 8. Press “zero” button – display will read 0
 9. Press “back” button
 10. Select “run” screen
 11. On the MK screen set “total bags for each batch” to 0
 12. Press restart batch – machine will begin running

Shutdown Procedure

1. Press “PAUSE” – this stops automatic bag filling. The discharge of the weigher will not be activated further and the horizontal sealing device will stop at the upper position
2. Press “EMPTY BAG” – this allows the last bag to be sealed and removed from the machine. An empty bag will be made.
3. Press “EXIT” – to enter main screen
4. Press “MK OFF” – main air valve will close and heating system will shut down
5. Switch off main switch – Voltage will be completely disconnected and control panel will turn off.

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TRAINING DOCUMENTATION

	EMPLOYEE	TITLE	SIGNATURE	DATE
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