

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Form**Title: **Training Log - Chemist**Number: **L13-FM-100-012a**Owner: **Lee Cagle**Revision: **1**Effective Date: **7/22/14**Page: **1 of 2**

The following training is to be completed by: _____

Employee: _____ Position: _____ Date Position Entered: _____

Section	Description	Procedure Training		OTJ Training	
		Initials	Date	Initials	Date
Quality	<ul style="list-style-type: none">• Corrective and Preventative Action (CAPA) - #Q12-PR-100-014• Quarantine of Product - #Q12-PR-100-012• Product Recall - #Q12-PR-100-013• Daily Quality Audit - #P12-QA-100-077• Quality Approval of Incoming Raw Materials - #P12-PR-100-073• Nonconforming Product - #Q12-PR-100-017• Returned Crystal Product – #Q12-PR-100-011	_____	_____	_____	_____
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		_____	_____	_____	_____
		_____	_____	_____	_____
Safety	<ul style="list-style-type: none">• Evacuation - #S12-PR-200-003	_____	_____	_____	_____
Lab	<ul style="list-style-type: none">• Steps for Liquid Load Testing - #L12-PR-100-024• Labeling and Preparation of Volumetric Solutions - #L12-PR-100-025• Crystal Size Determination - Dry Product - #L12-PR-100-026• Loss On Ignition - Dry Product - #L12-PR-100-029• pH Determination - #L12-PR-100-030• Determination % MgSO4 Specific Gravity - #L12-PR-100-033• Det. Of Bulk Density for Crystalline Salt - #L12-PR-100-023• Color Determination Liquid & Crystal Product - #L12-PR-100-031• Lab - Monitoring of Creek Water - #L12-PR-100-037• Arch Testing - #L12-PR-100-038• Slurry - Determination of Viscosity - #L12-PR-200-018• Slurry - Determination of % Solids - #L12-PR-200-019• Slurry - Tap Test - #L12-PR-200-020• Slurry - Particle Size Analysis - #L12-PR-200-021• Slurry - % Retained on 325 Mesh - #L12-PR-200-022• Chloride Titration - #L12-PR-100-040• Collection and Storage of Daily Samples - #L12-PR-100-042• USP Identification of Magnesium Sulfate - #L12-PR-100-001• USP pH Testing - #L12-PR-100-002• USP Loss on Ignition - #L12-PR-100-003	_____	_____	_____	_____
		_____	_____	_____	_____
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Controlled Document

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Lab	• USP Chloride - #L12-PR-100-004	_____	_____	_____	_____
	• USP Iron - #L12-PR-100-005	_____	_____	_____	_____
	• USP Heavy Metals- #L12-PR-100-006	_____	_____	_____	_____
	• USP Selenium - #L12-PR-100-007	_____	_____	_____	_____
	• USP Assay: Magnesium Sulfate - #L12-PR-100-008	_____	_____	_____	_____
	• USP Stability Testing - #L12-PR-100-010	_____	_____	_____	_____
	• USP Chemical Inventory Control - #L12-PR-100-011	_____	_____	_____	_____
	• USP Analytical Balance Calibration Check - #L12-PR-100-012	_____	_____	_____	_____
	• USP Analytical Balance Uncertainty Measurement - #L12-PR-100-013	_____	_____	_____	_____
	• USP Eppendorf Pipettes Calibration - #L12-PR-100-014	_____	_____	_____	_____
	• USP pH Meter Calibration and Maintenance - #L12-PR-100-015	_____	_____	_____	_____
	• USP UV-Vis Spec. Filter Pad Maintenance - #L12-PR-100-016	_____	_____	_____	_____
	• USP Centrifuge Rotor Maintenance - #L12-PR-100-017	_____	_____	_____	_____
Forms	• Balance Weight Checks - #L12-FM-100-001	_____	_____	_____	_____
	• Final Product Crystal – Daily Quality Control Report - #L12-FM-100-002	_____	_____	_____	_____
	• Dust – Daily Quality Control Report - #L12-FM-100-003	_____	_____	_____	_____
	• MgO Raw Material Testing - #L12-FM-100-004	_____	_____	_____	_____
	• Railcar Sieve Testing Sheet - #L12-FM-100-005	_____	_____	_____	_____
	• Final Product Liquid - #L12-FM-100-006	_____	_____	_____	_____
	• Slurry Testing - #L12-FM-200-009	_____	_____	_____	_____
	• Tetra Slurry Testing - #L12-FM-200-010	_____	_____	_____	_____

Trainer: _____ Date: _____

Director of Quality: _____ Date: _____

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