

Title: **Daily Batch Record**Number: **R12-PR-100-F012**Owner: **Brook Vaughn**Revision: **03**Effective Date: **07/23/2014**Page: **1 of 1**

Daily Batch Record Form

Date: _____

USP Expiry Date Code POUCH/CARTON: _____

SCENTED Expiry Date Code POUCH/CARTON: _____

Dr. Teal's Expiry Date Code Pouch: _____

Incoming Salt Lot Information

Hopper #1: _____

Hopper #2: _____

Hopper #3: _____

Hopper #4: _____

Check each box once completed

- ☐ Daily Batch Record
- ☐ Recon Record
- ☐ Certificate(s) of Analysis
- ☐ Start-Up/Change-Over Forms
- ☐ Expiry Date Sign-off
- ☐ Daily Production Report
- ☐ Weight Sheets
- ☐ Fragrance Weight Sheets
- ☐ Auto Scent & Weight Check
- ☐ Salt Waste Forms
- ☐ Auto Summary Forms
- ☐ Incoming Salt Inspection Forms
- ☐ Daily Quality Audits

Reviewed-Production: _____

Reviewed-Quality: _____

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