



Process Name/ Title: PACKING INSTRUCTION		Document No:	WI-QAD-QAC-170
WORK INSTRUCTION		Effective Date:	October 11, 2024
Product Code/Name: 7L0099	Customer Code: TRQSS	Rev. No.: 3	Page No.: Page 1 of 1

No.	Work Procedure/ Illustration		Records/Remarks/ Quality Pointers		
①	Put Vinyl Sheet (1250 x 1250) inside carton box.		Qty/box	72	36pcs *2bdls
			Mat'l name	Dim.	Qty.
			DC carton	1131*781	1
			Vinyl sheet	1250*1250	1
			Vinyl bag	420*280	2
②	Put first bdl of products. (36pcs/bdl)		Note : Step number 5 is applicable only in QC FG Inspection.		
③	Put second bdl on the other side with opposite direction (36pcs/bdl)				
④	Fold the vinyl sheet				
⑤	Close the flaps and put ID tag (Inner tag at the top of the plastic and Outer tag at the right side of the front of the box) .	 Note : If need to attach 4M tag Put 4M tag at the left side			

Eff./Rev. Date	Rev. no.	Details of change	Prepared	Checked	Approved	Established. date: May 18, 2020
10/11/2024	3	Change quantity per bundle from 30pcs to 36 pcs Change total packing quantity from 60 pcs to 72 pcs	A. De Chavez	D.Dadulla	R.Pascua	
6/4/2024	2	Change Vinyl Sheet Size from 1520x1500 to 1250x1250; Change picture of no. 1; Modify no. 4 and Addition of no. 5; Add note.	J. De La Cruz	D.Dadulla	R.Pascua	
08/24/2022	1	Update step no. 4 regarding 4M, inner tag & outer tag location	M. Garcia	R. Alcantara	A.Arañes	
05/18/2020	0	Initial Issue	C.Dimailig	M.Lumbres	E.. Mendoza	