

Process Name/ Title: **PACKING INSTRUCTION**

Document No:

WI-QAD-QAC-138

WORK INSTRUCTION

Effective Date:

October 28, 2024

Product Code/Name: Customer Code: TRQSS Rev. No.: 3				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 Mat'l name DC carton Vinyl sheet Vinyl bag	88 3 Dim. 1131*781 1250*1250 420*280	44pos *2bdls Qty. 1 1 2	
2	Put first bdl of products. (44 pcs/bdl)					Note : Step nur in QC FG I	mber 5 is app nspection.	licable only	
3	Put second bdl on upper with opposite direction (44pcs/bdl)								

Fold the vinyl sheet.

4



Close the flaps and put (5) NBP Identification tag at the top of the plastic and Warehouse Identification 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

						Prepare	Check	Approve
10/28/2024	3	Change quantity per bundle from 40pcs to 44 pcs Change total packing quantity from 80 pcs to 88 pcs	A. De Chavez	D.Dadulla	R.Pascua/ O.Merin			1, / ().
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	11-		
8/27/2022	1	Update step no. 4 regarding 4M tag location	M. Garcia	R.Alcantara	A.Arañes	Alexander	Ma	I MH W
8/23/2019	0	Initial issue	C.Dimailig	M.Lumbres	E.Mendoza	A. De Chavez	D.Dadulla	R.Pascua/Q.Merin
Eff./Rev. Date	Rev. no.	Details of change	Prepared	Checked	Approved	Established. date:	August 23, 2019	7

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