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| **Detailed Description of the Process Flow** | **Remarks** |
| Production Division  1. Facial Tissue 2. Hand Towel 3. Pocket Tissue 4. Wallet Tissue 5. Handkerchief 6. Napkin Tissue 7. Toilet Tissue 8. Paper Core 9. Sanitary Napkin 10. Baby Diaper 11. Wet Tissue 12. Baby Wipes 13. Cotton Bud 14. Straw 15. Hand Gloves 16. Facial Tissue box 17. Master Carton 18. Wrapper Print section |  |
| 2. Finished Goods  a. Facial Tissue  b. Pocket Tissue  c. Wallet Tissue  d. Handkerchief  e. Napkin Tissue  f. Toilet Tissue  g. Kitchen Towel  h. Clinical Bed Sheet  i. Hand Towel  j. Sanitary Napkin  k. Baby diaper  l. Wet Tissue  m. Baby Wipes  n. Cotton Bud  o. Straw  p. Master Carton  q. Facial Tissue Box  r. Hand Gloves |  |
| The main Raw materials  * Facial Tissue Machine  1. Baby Roll 2. Cobra Perfume 3. Solvent 4. Facial Tissue box 5. Glue tex 440 6. Pesting Brush 7. Boric Powder 8. Packing Tape 9. Master Carton 10. Marker Pen   •Hand Towel Machine   1. Baby Roll 2. Hand Towel Poly film/Wrapper 3. Packing Tape 4. Master carton 5. Marker Pen  * Pocket Tissue Machine  1. Baby Roll 2. Poly Film 3. Perfume 4. Hanger 5. Solvent 6. Stapler Pin 7. Stapler Machine 8. Packing Tape 9. Master Carton 10. Marker Pen  * Wallet Tissue Machine  1. Baby Roll 2. Opium Perfume 3. Solvent 4. Poly Film (Green + Pink) 5. Dot Glue 6. Continuous Poly film 7. Hanger 8. Packing Tape 9. Master Carton 10. Marker Pen  * Handkerchief Machine  1. Baby Roll 2. Poly film 3. Dozen bag 4. Packing Tape 5. Master Carton 6. Marker Pen  * Napkin wallet Tissue  1. Baby Roll 2. Opium Perfume 3. Solvent 4. Poly Bag 5. Poly Holder 6. Hanger 7. Packing Tape 8. Master Carton 9. Marker Pen   • Pocket wallet Tissue  a. Baby Roll  b. Opium Perfume  c. Solvent  d. Poly Bag  e. Poly Holder  f. Hanger  g. Packing Tape  h. Master Carton  iMarker Pen  .**• Napkin Tiss**ue Machine   1. Baby Roll 2. Poly film/ Poly Bag 3. Cobra Perfume 4. Solvent 5. Label 6. Printing Ink 7. Flexo Block 8. Packing Tape 9. Master Carton 10. Marker Pen   •Toilet Tissue Machine   1. Jumbo Roll 2. Poly Film/ Wrapper 3. Paper Core 4. Dozen Bag 5. Master Poly 6. Apple starch 7. Marker Pen   •Kitchen Towel Machine   1. Jumbo Roll 2. Kitchen Towel Poly film/ Label 3. Paper Core 4. Poly Bag 5. Glue Tex 440 6. Pesting Brush 7. Packing Tape 8. Master Carton 9. Marker Pen   • Clinical Bed Sheet   1. Jumbo Roll 2. Dozen Bag 3. Master Poly   •Paper Core Machine   1. Core Making Paper 2. Glue Tex 440 3. Jute Thread   •Sanitary Napkin Machine   1. Fluff Pulp 2. SAP 3. Construction Glue 4. P.E foil 5. PPfApparature film 6. Non oven 7. Positioning glue 8. Individual wrapper 9. Dot glue 10. Opium Perfume 11. Solvent 12. Poly Bag 13. Label 14. Silicon Paper 15. Packing Tape 16. Master Carton 17. Marker pen   •Baby diaper Machine   1. Fluff pulp 2. SAP 3. Hydrophobic 4. Hydrophilic 5. Side Tape 6. Leg cuff elastic 7. Spandex glue 8. Composite back sheet 9. P.E Back Sheet 10. ADL 11. Waist Band 12. Frontal Tape 13. Poly Bag/ Poly film 14. Packing Tape 15. Master carton 16. Marker pen 17. Carrier Tissue   •Wet Tissue Machine   1. Air Led Paper/Non woven fabric 2. Propylene Glycol 3. Sodium Methael para bin 4. Sodium Benzoate 5. Lemon Perfume 6. Poly Film 7. Box 8. Packing Tape 9. Master carton 10. Marker pen   •Baby wipes machine   1. Air Led Paper/Non woven fabric 2. Propylene Glycol 3. Sodium Methael para bin 4. Mild sanitizer 5. Skin care softener 6. Jonson Perfume 7. Poly Film 8. Box 9. Packing Tape 10. Master carton 11. Marker Pen   •Extruder Machine   1. PP compound 2. Colour Material white 3. Colour material Red   •Cotton Bud machine   1. Cotton stick 2. Cotton stripe 3. Container 4. Label 5. PVA glue 6. Glue tex DS5 7. Packing Tape 8. Master Carton 9. Marker pen   •Flexible straw machine   1. Straw 2. Poly Bag 3. Master poly bag   •Facial tissue box making machine   1. Duplex Board 2. Printing Ink 3. Kerosin 4. Spray Powder 5. EC Fount 6. Elunet 7. Benzene 8. UV Chemical 9. Modi Bond Gum 10. Glue Tex 30 11. Inner Poly (Size 190) 12. Mobil f40 13. Soyabin Oil 14. Golden foil 15. Silver foil   •Master Carton Section   1. Liner & Media paper 2. Stitching Wire 3. Custic soda 4. Borax 5. Printing Ink 6. N.K Picture 7. Binder 8. P.G.Gum 9. TXR 10. Benzene 11. Decocting   •Hand Gloves Machine   1. Natural Rubber Latex 2. Casin 3. Ammonia water 25% 4. Calcium Chloride 5. Calcium Carbonate 6. Deformer 7. Hydrochloric Acid 8. Sodium Hypo chloride 9. Corn starch 10. Sodium carbonate 11. Conform 12. Anti stanching agent |  |
| Basic Production Process We have started the Converting section in Bashundhara Paper Mills Ltd unit -3 in 2000. Now, We are producingVarious types of Tissue, Hygiene products (Baby Diaper, Sanitary Napkin, and Hand Gloves) in this section. For Tissueproducing, at first we collect the Baby roll from Paper machine then we feed the roll in our machine. Therefore, we set theproducts parameter in the machine display andstart the production. After that we get a semi finish product .The semi finish products are packed in different sizes poly packets with desired specifications like eye mark, dimension. For producing hygiene products, we import the raw materials and feed in our machine as per products category.Then, we set the raw material usage ratio in the monitor and get the semi finish products. After that, we pack the semi finish products in different sizes poly packets.Finally, we deliver the finished product into Warehouse.  9. Finished product shift in Ctn  6. Box folding unit  7. Box packing unit  8. Finished product Q/C unit  1. Jumbo roll feeding unit  2. paper cutting unit  3. Paper folding Unit  10. Delivery to W/H  4. Paper Counting unit  **unit**  5. Insert the Tissue in Box |  |
| Process OperationCapacity  1. Tissue Avrg production 60 MT /day 2. Sanitary Napkin 220000 pcs/day 3. Baby Diaper 210000pcs/day 4. Wet Tissue 40000 pkt/day 5. Baby wipes 15000 pkt/day 6. Paper Core 24000pcs/day 7. Cotton Bud 280000 pcs/ day 8. Flexible Straw 70000 pcs/day 9. Drinking straw 5000000 pcs/day 10. Master Carton 3800 pcs/day 11. Facial Tissue Box 60000 pcs/day 12. Hand Gloves 50000 pcs/day |  |
| Production Type  1. Make to Stock 2. Make to Customize order |  |
| Major Machine list  1. Facial Tissue Machine 2. Pocket Tissue Machine 3. Wallet Tissue Machine 4. Handkerchief Machine 5. Napkin Tissue Machine 6. Toilet Tissue Machine 7. Paper core machine 8. Facial Box making machine 9. Master Carton Making machine 10. Hand Gloves Machine 11. Sanitary Napkin machine 12. Baby Diaper Machine 13. Extruder Machine 14. Cotton Bud Machine 15. Flexible Straw Machine 16. Wet Tissue Machine 17. Baby Wipes Machine 18. Wrapper Print Machine |  |
| 8. Working Hours  1. Officer/Staff/Worker - 8 Hours /Shift   General Shift( 8am-5pm)  A shift (6am- 2pm)  B shift (2pm-10pm)  C shift (10pm-6am)   1. Daily Basis   A shift (6am-6pm)  B shift(6pm-6am) |  |
| Wastage  1. (Min 1% - Max 5%) |  |
| Reworks **N/A** |  |
| Reports  1. Daily Finished Product Report 2. Daily Jumbo roll Consumption Report 3. Daily Shift Wise Report 4. Daily Summery Report 5. Daily Final Summery Report 6. Monthly Production , Consumption Report 7. Monthly Jumbo roll Report 8. Monthly Consumption Report of Wrapper Print Machine. 9. Monthly Packing Materials Report**.** |  |
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