

Quality Checklist_Start Layer

GPC QC

Case Study:

- ☐ ☐ Briefing and Forum instructions | Mail | Skype | Han's Info.
- ☐ ☐ Check provided elements are enough to create SL.
- ☐ ☐ Search for Existing Package in Database / Reference file
- ☐ ☐ Check font size **0.9 mm or 1.2 mm** in PRF excel sheet
- ☐ ☐ For MASTERS – start SKU with the more text
- ☐ ☐ Check whether TR files are Latest version | **Move or copy** the TR file in NL server

Job No:
Date:

Colophon Creation:

- ☐ ☐ Update **METADATA** checklist – **as per briefing (forum), EPSON & Work Flow if available**
- ☐ ☐ **Color information** – From Han's/PRF
- ☐ ☐ Keep **Black LINE for Flexo** printing technique
- ☐ ☐ Place all General notes – **Font size Block**
- ☐ ☐ Do not use any special characters like **(*, &, +, -, /, @)** in file name
- ☐ ☐ Add color note | Keep minimum tolerance for logos like **(MSC, ASC, BLK, etc.)** in the Colophon layer (**colophon colour 1 don't print**)
- ☐ ☐ Keep SKU's information from briefing which are similar range **"Line Extensions"** in the Colophon layer (**colophon colour 1 don't print**)
- ☐ ☐ Check for Combination/Continuous printing as per PRF
- ☐ ☐ Place correct DA colophon as per Briefing

SL Creation:

- ☐ ☐ Take all the necessary information from cutter guide and place into the basic colophon artwork file
- ☐ ☐ **Cutterguide with 0.3 pt stroke weight | Not placed twice | ONLY overprint NOT multiply | Correct measurements**
- ☐ ☐ Check and keep respective areas for **Text free, Printable area, THT area, etc.**

Front Of Pack:

- ☐ ☐ Place Brand Logo (eg. AH Logo) according to BAF.
- ☐ ☐ Place correct icons as per text file **Eg: CalFOP | UTZ** by following BAF rules

TR/SL:

- ☐ ☐ **Keep all the elements from TR, Please do not change anything in the artwork**
- ☐ ☐ Do not keep **"Used Basic File"** note
- ☐ ☐ Update the color chip according to the latest color information in briefing
- ☐ ☐ Check whether provided cutter is matching with the TR cutter

Info Block:

- ☐ ☐ Always Copy IB with EAN from BAF and update IB from txt file (**Typing not allowed**)
- ☐ ☐ **Gram and Legal "e"** – Correct Txt size (**12,2pt - 3mm | 16.2pt - 4mm | 24.2pt - 6mm**)
- ☐ ☐ Place Symbol Allergie icons from BAF as per Txt file (Min. width 4,5mm)
- ☐ ☐ Check Double space | Leading | Degree Symbol
- ☐ ☐ EAN.no as Txt file | Magnification as in PRF | Truncation | EAN color | % in Checklist
- ☐ ☐ ID-Code (Font size should be 4.5 pt)
- ☐ ☐ Check and delete Stray points | Unused swatches | Guides | Hide or Locked Elements
- ☐ ☐ Check and keep Respective(Needed) Layers | Dutch Dictionary
- ☐ ☐ Cross out the complete IB along with EAN code

PDF Check Points:

- ☐ ☐ Check text in QC Tool
- ☐ ☐ **Check color separation (Channel by Channel)**
- ☐ ☐ **Update** all the info about the job related **Queries in Forum**

Clear