

Quality Checklist_DT

GPC QC

Case Study:

- ☐ ☐ Briefing and Forum instructions | Mail / Skype | YN in DT PDF | Remarks in Briefing | Han's Info.
- ☐ ☐ Check provided elements are enough to create DT
- ☐ ☐ Compare briefing PDF with TR PDF
- ☐ ☐ Check font size **0.9 mm** or **1.2 mm** in PRF excel sheet
- ☐ ☐ Check whether TR files are Latest version | **Move or copy** the TR file in NL server
- ☐ ☐ **Check with dummy – Continuity of the colors and Images | Flap Orientation**

Job No:
Date:

Colophon Creation:

- ☐ ☐ Update **METADATA** colophon – **as per briefing (forum), EPSON & Work Flow**
- ☐ ☐ **Correct Color information** – From Han's/PRF (**PANTONE No.** | **Swatch Name** | **Whites**) Make sure any special color instructions
- ☐ ☐ Check **Printing Technique** | **Use Black LINE** for Flexo
- ☐ ☐ Place all General notes – **Font size Block** | **Used BAF name** | **CalFOP Scaling**
- ☐ ☐ Do not use space and any special characters like (*****, **&**, **+**, **-**, **/**, **@**) in file name
- ☐ ☐ Check EAN Truncation and update **NO** or **YES**

DT Creation:

- ☐ ☐ Place necessary elements from TR on the cutter into basic colophon DT file
- ☐ ☐ **Cutterguide with 0.3 pt stroke weight | Not placed twice | ONLY overprint NOT multiply | Correct measurements**
- ☐ ☐ Move items to correct **Layers, structure and sequence**
- ☐ ☐ Adjust **Bleed** | **Minimum Tolerance** | **Glue or Varnish free areas**
- ☐ ☐ Make sure to switch off **"OVERPRINT"** while changing color to **"WHITE"** Eg: **FOP** | **Claims** | **THT text** etc.

Front Of Pack:

- ☐ ☐ Place Logos & Icons by following BAF rules.
- ☐ ☐ Place **Product Name** | **Commercial txt** | **Claims** as per DT/TR with **proper color** and **overprint (if needed)**

Info Block:

- ☐ ☐ Always Copy IB with EAN from BAF and update IB from txt file (**Typing not allowed**)
- ☐ ☐ Follow IB Policy to fit text for IB.
- ☐ ☐ **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)**
- ☐ ☐ Place **WGW icons** with proper size and **Gap 8mm-1mm / 10mm-1.25mm / 12mm-1.5mm**
- ☐ ☐ **Check Double space** | **Break-ups** | **Leading** | **Degree Symbol** | **Hyphenation (MH in colophon)**
- ☐ ☐ **EAN.no as Txt file** | **Magnification** | **EAN color** | **% in colophon**
- ☐ ☐ **Article code** (Font size should be **4.5 pt**)

Illustrator Check Points:

- ☐ ☐ Check **Overprint** wherever needed, (No Overprint/Multiply for **DRY OFFSET**)
- ☐ ☐ Don't use **both the Overprint and Multiply at once**
- ☐ ☐ Place correct Varnish/Matt Varnish in respective layer
- ☐ ☐ Place **White/Varnish** in needed areas according to AW and must be in **Multiply**
- ☐ ☐ **Check Dutch Dictionary** | **Hide or Locked Elements** and delete **Stray points** | **Unused swatches** | **Unused Layers** | **Guides**

Photoshop Check Points:

- ☐ ☐ **Images in PSD** format and linked with **Right location** | **Scale (Horizontal/Vertical) 100%** | **300 DPI**.
- ☐ ☐ Check the profiles: **ISO Coated** | **PSO Uncoated**
- ☐ ☐ Merge adjustments layers | Convert RGB to CMYK by keeping all selections for Litho
- ☐ ☐ **Logo Shadows** | **Image Shadows** followed as per Printing process | Brand instructions
- ☐ ☐ Image scaling range **90% to 110%**. If we use same image in different places
- ☐ ☐ Keep last 6 digit EAN number for the image filename, Don't use **special characters** | **spaces**

PDF Check Points:

- ☐ ☐ **Check text in QC Tool**
- ☐ ☐ **Check color separation Channel by Channel**
- ☐ ☐ **Compare artwork with TR**
- ☐ ☐ Check **White/Varnish next to AW**. {Preferred position Bottom/Right side}
- ☐ ☐ Always place **YN** for Deviation found in QC Tool with TXT and TR.
- ☐ ☐ Please **update** all the info about the job related **Queries in Forum**

Clear