

QUALITY WORK INSTRUCTIONS (QWI) BATCHING PROCEDURES

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1.0 SUMMARY

Product Manager / Plant Manager schedules products to be manufactured and informs Mill Operator regarding schedule and raw material location.

2.0 PROCEDURE

1. Mill Operator gives batcher instructions on raw material designation and batch sheet (manufacturing sheet) for product to be made.
2. Mill Operator/Production Manager and Batcher determine number of batches required to fill order.
3. Blender scales are set per batch sheet requirements.
4. Ingredients are added per batch sheet.
5. Batches are blended for a minimum of 5 minutes.
6. Blender is discharged to the mill.
7. Process is repeated per number of batches required.