

| Author         | Status | Effective Date |
|----------------|--------|----------------|
| Michael Boblit | Final  | 09/21/22       |

## 1.0 Purpose

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To ensure that all personnel perform Color Check duties correctly, consistently, and safely to achieve a quality outcome through uniform performance. Any deviations from the procedures could affect the safety of our employees or the integrity of our products. This procedure ensures that the color of a certain product matches the standard. The standard is the originally formulated color the customer is expecting to receive. The color check procedure is to ensure that colorants in the product have not settled out due to poor agitation, being filtered out, or contamination. This will ensure proper color of product delivered to the customer.

## 2.0 Scope

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This document covers the standard procedures to be followed for employees in the packaging department when performing a color check. By following the instructions, the workload will be completed accurately, consistently, and safely.

## 3.0 Safety

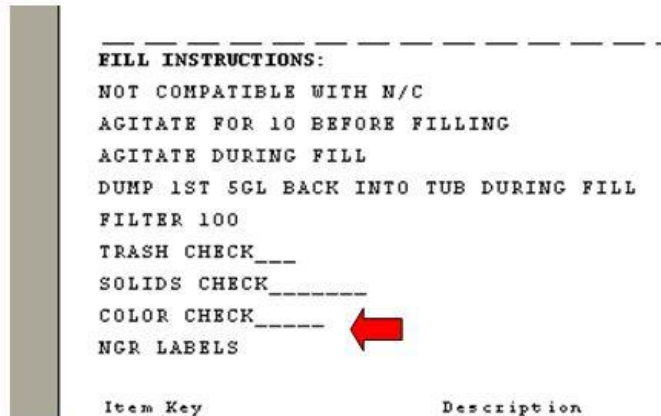
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**\*Absolutely NO Electronic Devices in the Hazardous Environments. (Production, Fill-Off, TWP Room) \*Absolutely NO use of headphones, ear buds, etc. inside the Warehouse and/or Hazardous Environments.**

**4.0 Color Check Procedure**

4.1 Color checks are noted in the fill instructions of the batch ticket.



- 4.2 After the batch has been set up and is ready to be filled. A sample of the product will be taken after the filter, but before filling the batch.
- 4.3 Take this sample to the tinters to be approved.
- 4.4 When the tinters have approved the color, they will initial the batch ticket in the appropriate location.
- 4.5 **Note: Color checks are required for all pour up stains.** This color sample will be taken in a one ounce retain. After the color has been approved and the batch has been filled. This retain will be turned in with the ticket for future records.

**5.0 References**

| Reference | Title |
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| 1         | None  |