

FAX TO: Carolyn Norman (6135)

From: Mark Miller
ESS 605-8

DATE: 11/2/98

Pages: 3 including cover sheet

11/2/98

FOREIGN MATTER REPORT

98-46

SECTION A

GENERAL INFORMATION

Brand: G16-1 Country: _____
 Qub # (s): _____ Brand: _____
 Manufacturing Facility: ☐ Tobaccoville ☒ 7 ☒ 8 ☐ 9 Time Found: _____
 Shift Foreign Matter Found: ☐ M & P ☐ Primary ☒ Other: Bulker & ESS
 Location Foreign Matter Found: Pinner Gear
 Type Foreign Matter Found: 1/4" x 1" @ 20 count
 Estimate of Size & Quantity of Foreign Matter: 1/4" x 1" @ 20 count
 Was Plus 3 Screen Checked? ☐ Yes ☐ No What Found? N/A

SECTION B

CIGARETTE MAKER INFORMATION

Unit & Machine Nos. Foreign Matter Found: _____
 Other Machine Nos. Common to Same Bulker: _____
 Did Foreign Matter Cause Choke Up? ☐ Yes ☐ No Where? _____
 Were All Machine Listed Checked for Foreign Matter? ☐ Yes ☐ No
 List All Areas of Machine Checked: _____

SECTION C

BULKER INFORMATION

Bulker No. C1211002 Time Bulker Started: 11-2-98 7:00 AM
 Was Bulker Used Up? ☐ Yes ☒ No Time Bulker Finished: 11-2-98 12:00 Noon
 Did Foreign Matter Go Through Cutter? ☐ Yes ☒ No (N/A)
 Pounds of Tobacco Run Out of Bulker Prior to Finding Foreign Matter? 24 cans @ 200# ea = 4800#
 Pounds of Tobacco Remaining in Bulker? 4.25 cans @ 200# ea = 850#
 Type of Container / Location Tobacco Run Out of Bulker: Filler Can / ESS 605-X

SECTION D

STRIP CAN INFORMATION

Location of Cans Filled? ☐ Tobaccoville ☐ Whitaker Park ☒ Other: ESS 605-X
 Bulker No. Used: 20 Date / Time Filled: _____
 Cut Date: 11-2-98 Date Shipped: 11-2-98
 Amount Shipped: 200# Shipped To: ☒ Whitaker Park ☐ Shorefair ☐ Other: _____
 Amount of Tobacco Used: 20 Amount of Tobacco Remaining: 200#

SECTION E

QUIP INFORMATION

Timed Product Quipped From: 11-2-98 7:00 AM to 11-2-98 12:00 Noon
 Pounds Tobacco in Bulker Quipped: 5650#
 No. Cases on Quip: N/A Case Size: ☐ 12M ☐ 10M ☐ 6M ☐ 5M ☐ Export Bulk
 No. Cans on Quip: Tobacco: 29 CANS Rejects / Cleanout: (lbs.) _____
 Quip Directive Number _____

SECTION F (use reverse side)

COMMENTS INFORMATION

Describe completely the events that lead up to and during the discovery of the foreign matter. Continue on back or attach separate sheet if necessary. The ESS operator noticed a long Shuttle car time out on SUB-1101645C approx. 11:40 am. The operator acknowledged the alarm & called the electronic tech. The electronic tech noticed pieces of the pinna gear wedged in the track of the SUB-1101645C. A call was made to the manager who advised to shut down the system until a more in depth evaluation of the incident could be conducted. Maintenance recovered all large pieces of the teeth plus 3 small pieces. The bulker was inspected for additional pieces - none were found. Q.A. was notified and a decision was made to quip all G16-1 product mfg'd 11/2/98. In addition, the bulk was emptied and quipped. The damaged pinna gear along with 3 small pieces were given to Q.A. for further evaluation. All material mfg'd on 11/2/98 was accounted for at ESS 605-X with the exception of 1 can shipped to W.Park. Bobb Phillips was contacted.

Signature

Signature & Phone Number of Person Completing Form:

52169 5020

Carolyn Norman

Complete all sections that pertain to your particular situation. When in doubt, fill it out.

- Section A Covers the General Information of the product involved; the plant and shift the foreign matter was found and a complete description of the foreign matter.
- Section B Cigarette Maker Information. List all unit and machine numbers involved. It is important to include all machine numbers common to the bulker involved. Describe completely areas of choke up and areas of the machine checked.
- Section C Bulker Information. Complete bulker information. If makers are fed from cans, identify bulker used to fill cans under Section D.
- Section D Strip Can Information. Complete can information as appropriate. Identify bulker number used to fill cans.
- Section E Qulp Information. Important to complete all qulp information. If more than one case size is involved, be sure to identify the number of cases for each size.
- Section F Comments. Use the comments section to describe completely the events that lead up to and during the discovery of the foreign matter. Identify the foreign matter if possible (example: hose, strap, wire, etc.). Describe any maintenance work being performed in the area. Other information that can be provided is: product ship dates, invoice numbers, condition of strip cans (damaged, dirty, etc.).

Complete form, place foreign matter in envelope or plastic bag and seal. Attach to Foreign Matter Report Form. Do not tape foreign matter to form.

Distribution: Original form and foreign matter - QA Problem Resolution.

Copy of Form: Production Operations Manager
QC Manager
Making / Packing Manager
Primary Shift Manager

COMMENTS

and instructed to put the can (CTV ID# C005298R) on hold until further notice. All material quipped will be held until further notice from Q. the

Steve J. Miller
ESS Manager

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