

Standard Operating Procedure

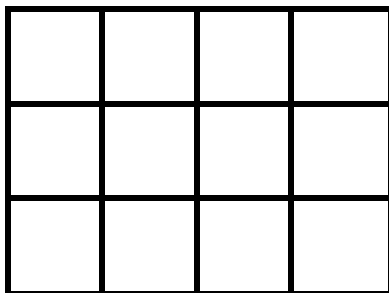
Title: Packaging Configuration for Production Line

- 1.2. The shipper labels are to be placed neatly and squarely at the bottom centre, on the end of the shipper. (See [Form-170](#) for a typical shipper label format).
- 1.3. Ensure that the end of the tape does not cover the shipper label.
- 1.4. Initial the shipper either on the space provided on the shipper label, and stack on pallet according to this SOP.
- 1.5. All Shippers must be packed on a cardboard slipsheet skid pad placed on the roller conveyor turntable.
- 1.6. [Pallet ID forms \(Form-165\)](#) are to be placed on the front right hand corner of the pallet together with the [Goods Booking slip \(Form-210\)](#).
- 1.7. At the end of a batch there may be a partially filled shipper. This shipper is to be placed at the front right of a slip sheet and will have the Pallet ID form attached to it.

2. General Packaging Configurations

A

- **BUNDLE configuration INSIDE A SHIPPER**



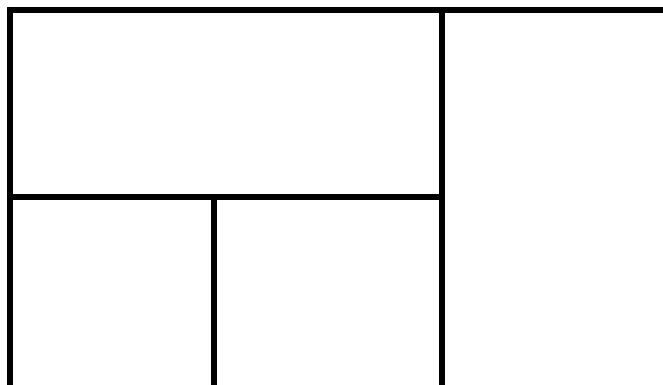
3 x 4 Bundles in each row

Each bundle has **6 cartons**

Each shipper is **1 row high**

Quantity of each shipper is: 6 cartons x 3 x 4 x 1 high = **72 cartons**

- **SHIPPER configuration ON A PALLET**



Standard Operating Procedure

Title: Packaging Configuration for Production Line

Number of shippers on each pallet: $6 \times 8 = 48$ shippers

Quantity of cartons on each pallet = **200** (per shipper) x **48** (per pallet) = **9600 cartons**

C

- **BUNDLE configuration IN A SHIPPER**

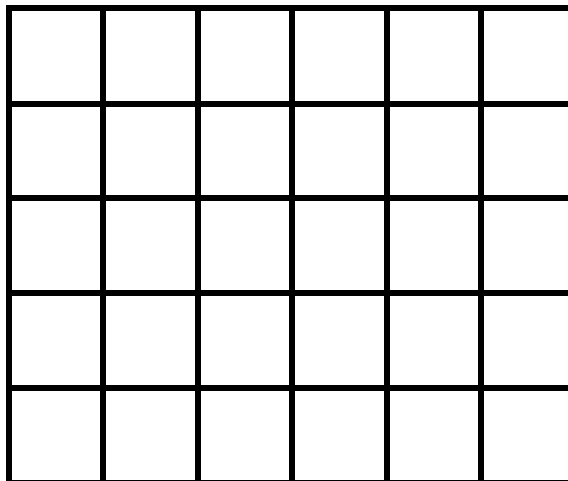


6 bundles in a shipper

Each shipper is **3 rows high**

Quantity of each shipper is = **10 bottles x 6 bundles = 60 bottles**

- **SHIPPER configuration ON A PALLET**



Each layer has **30 shippers**

Each **pallet** is **5 rows high**

Number of shippers on each pallet: $30 \times 5 = 150$ shippers

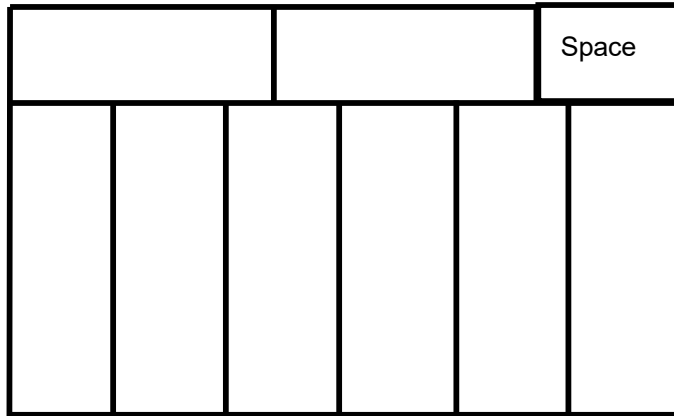
Quantity of bottles on each pallet = **60** (per shipper) x **150** (per pallet) = **9000 bottles**

Standard Operating Procedure

Title: Packaging Configuration for Production Line

F

- **CARTON configuration IN A SHIPPER**



1 row of 6 cartons.

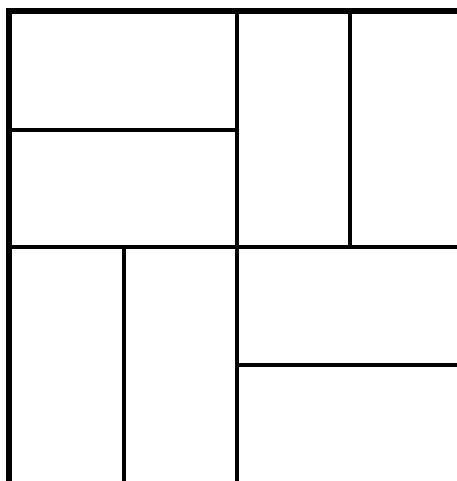
1 row of 2 cartons.

Each layer contains 8 cartons.

8 layers x 6 high = 48 cartons.

Quantity of each shipper is = 48 cartons.

- **SHIPPER configuration ON A PALLET**



Each layer has 8 shippers

Each pallet is 6 rows high

Number of shippers on each pallet: 6 x 8 = 48 shippers

Quantity of cartons on pallet 48 (per shipper) x 48 (per pallet) = 2304.

3. Summary of Changes

| Version # | Revision History |
|-----------|------------------|
| MAN-035 | New. |

End of Procedure