

COMPANY OPERATING PROCEDURE

Q.A. - Packing Checklist Procedure

VM3/COP/52.01

Date: 29-Sep-03

Revision Date: 21-Apr-11

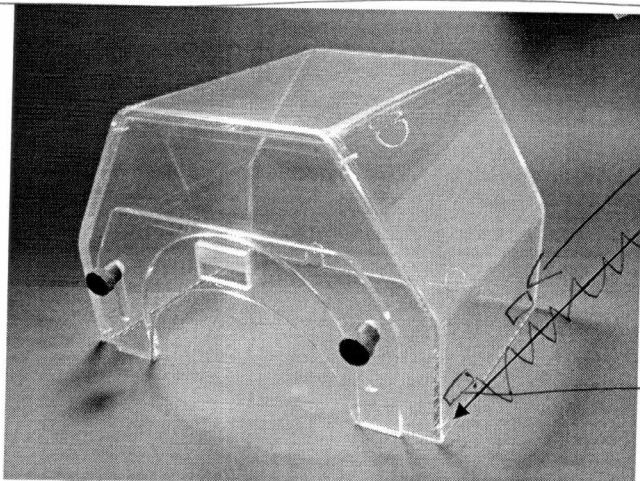
Issue: 1

1. Unpack the Oxygen Hood from its original packing (possibly newspaper), and check that:

- a. The product is the correct item

- b. The product is the correct size:

- i) PP8000 Size 1 Oxygen Hood H = 150mm W = 200mm L = 165mm
 - ii) PP8050 Size 2 Oxygen Hood H = 185mm W = 255mm L = 240mm
 - iii) PP8060 Size 3 Oxygen Hood H = 230mm W = 310mm L = 300mm
 - iv) PP8589 Size 4 Oxygen Hood H = 300mm W = 400mm L = 400mm



Serial Number
Ensure CE mark label is attached to Headbox rear panel and is incorporated on the User Insert

2. Add the appropriate labels.
Headbox Pt. No.

Viamed Label
Label Pt.No.
PP8000 with ports ?
PP020 Photo

Hood PP8509	0195001
PP9050 with ports PP8055	Photo Hood PP8533 0195001
PP8060 with ports PP8065	Photo Hood PP8562 0195001
PP9589 with ports PP8715	0195001

3. Add the insert leaflet 0490010 + PP1968 in all hoods.
4. Check the product is clean and repack. *use blue foam along base*
5. ~~Remove suppliers data~~
6. Ensure that there is an adequate amount of packaging material around the product prior to taping up the box.
7. Ensure the knobs are tightened so that the front is secure and will not move in
8. ~~Accessories optional~~
 - ~~PP1968 Connector 22mm to oxygen tubing~~
 - ~~0120126 Connector 22mm O.D. to 22mm male O.D.~~
 - ~~1131050 Silicone curtain flap~~

Should Put measurements + part No. at bottom as in the way further up