# Product packing record template

## Name of Product:

**Use a separate sheet to record each product packed.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date & time** | **Area cleaned & rinsed? (signed/ initials)** | **Batch code of ingredient received (GRN)** | **Quantity packed****e.g 50 x 1kg** | **Traceability code applied to packed product**  |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |