The requirements of this document must be a part of the contractual agreement with the supplier. This document outlines the manufacturing requirements for production of pre-packs to ensure the quality and food safety of materials supplied to The Coca-Cola system (TCCS).

This document applies to suppliers of pre-packed ingredients for TCCS. The Supplier Quality Team will assess the capability of the supplier to meet this requirement during the on-site supplier assessment.

Requirements

1 Meet all requirements in this document along with current The Coca-Cola Company (TCCC) supplier requirements, agreed specifications, and other agreed TCCC processes.

1.1 Demonstrate that current TCCC specifications and requirements are adhered to and accessible when needed.

Fill Control

2 Verify that ingredients maintain uniformity/homogeneity during packaging.

3 Calibrate scale(s) according to local regulatory requirements.

3.1 Demonstrate calibration is:

- traceable to national standards.
- verified on a regular basis.

3.2 Maintain calibration records.

4 Perform a scale validation check prior to use using either

- a standard weight within ± 0.5% (calibration tolerance) of target weight to be filled, or
- cover the range of usage in the validation.

4.1.1 Record weight and reading.

5 Verify standard weights annually by an external certification body and maintain records.

6 Use a scale that can increase in increments to cover the weight being filled (See Table 1 for Fill Tolerances).

Table 1. Fill Tolerances for Pre-packs

Powder Prepacks		Liquid Prepacks	
Net Weight	Tolerance % target weight	Net Weight	Tolerance % target weight
<0.050 kg	± 5.0%	0 to 1.00 kg	± 1.00 %
0.051 to 0.250 kg	± 4.0%	1.01 to 100 kg	± 0.50 %
0.251 to 1.000 kg	± 1.5%	110 to 250 kg	± 0.40 %
1.001 to 50.00	± 1%	251 to 750 kg	± 0.30 %
>50.00 kg	± 0.5%	751 to 2000 kg	± 0.20 %

7 Verify the filling weight of containers as follows:
- Use a checkweigher (second balance) on automatic lines.
  - The checkweigher must detect underfill or overfill on the primary package filled.
  - Calibrate the checkweigher according to local regulatory requirements.
- Use manual weight checks (on second balance) in the absence of a checkweigher on automatic lines.
  - Use at least the sample number equivalent to the square root of the number of containers being filled and covering the beginning, middle and end of the batch.
  - Verify the weight of containers filled manually a second time.

8 Submit a weight manifest for pre-pack ingredients with each batch shipment in one of the following formats – this document must be approved by TCCC prior to the first pre-pack shipment:
- All weights of filled containers (automatic filling line print out) or
- Weight of square of filled containers (manual line) or
- Weight of another statistically relevant sampling system (manual). or
- Average weight + the standard deviation for weights filled, + max and min weights filled.

9 Verify and monitor the accuracy of the filling device when using volumetric filling.

9.1 The fill control should be based on weight.

10 Control the net weight of products filled per container.

10.1 This should not vary by more than the fill tolerances outlined in Appendix 1.

11 CPS, in consultation with the Supplier Quality Team, R&D and BU (as needed), shall approve/accept weight requirement of the pre-pack.

11.1 Approval/acceptance must be based on the risk assessment.

Filling and Sealing Process

12 Verify that the equipment is clean and free from foreign odor prior to filling.

13 Maintain records of cleaning and sanitizing sessions.

14 Maintain records of the bag and container seal integrity check.

Foreign Body Control at the final filling step

15 Complete a risk assessment for foreign body control, which includes sieves, magnets, metal rejection and/or metal detection capability on dry filling lines.

15.1 The risk assessment will be assessed by the Supplier Quality Team during the on-site audit.

16 If magnets or sieves are used, ensure they are appropriate for the material being processed, validated, and monitored.

16.1 Set a frequency for validating, verifying, and monitoring the operation of sieves and magnets.

16.2 If a nonconformance is detected during in-process and finished product monitoring, assess all product from the point the nonconformance is detected back to the last acceptable quality check.

17 If metal rejection and/or metal detection are used, follow the guidelines below.

17.1 Verify the performance of the metal detector

- at the beginning and end of each shift,
- at the beginning and end of the batch (if it takes more than one shift) or
- at a frequency otherwise validated and approved by TCCC, should the two options above are not feasible.

17.2 Maintain the validation and verification records for metal detection.

17.3 Set performance standards by validating the foreign body control equipment for the package and product combinations in use.

17.4 If a different process other than the one outlined above is followed, the facility must be able to demonstrate that it is effective and suitable for their process.

NOTE: Recommended metal detector performance standards: ferrous 2.0 mm, non-ferrous 2.5 mm, and stainless steel 3.0 mm.

Labeling

18 Apply labels as per the agreement with TCCC.

19 Crosscheck labels with appropriate documentation.

20 Develop a process that allows the labels to be reconciled at the completion of filling.

20.1 Where possible, retain one label from each filling run and attach it to the manufacturing records for traceability.

21 Store all labels in a secure area.

22 Destroy or return any excess labels as per agreement with TCCC.

Climate Control Area

23 Determine if the ingredient is sensitive to temperature and humidity.

23.1 If sensitive to temperature and humidity:

- calculate the temperature and humidity limits
- continuously monitor the temperature and humidity of raw material handling areas
- continuously monitor the temperature and humidity of mixing and filling areas.

Supporting Documents

Supplier Requirement- General	SU-RQ-005
Ingredient Supplier Requirements	SU-RQ-010
Ingredient Supplier Requirement— Food Allergen and Sensitivity Control	SU-RQ-110

Definitions

Pre-pack: A material filled to an agreed unitized weight and supplied to the bottler or CPS location site without being previously opened at any TCCC entity.

Pre-pack supplier: A supplier authorized by The Coca-Cola Company under its selection process ("Authorized Supplier") and with written agreement from The Coca-Cola Company, or its affiliates, to supply ingredients to a specified weight with controls in place that meet the requirements defined in this pre-pack requirements. Suppliers authorized to supply pre-packs are noted as such in the facility record in Picasso.

The Coca-Cola system: The Coca-Cola Company and its bottling partners.

Weight manifest: This is written confirmation that the ingredients' actual net weight in each package meets the weight tolerances of The Coca-Cola Company as stated in appendix 1 of this document. The weight manifest must be batch and delivery specific. This information must be reported to the stated significant digit.

Revision History

Revision Date	Summary of Change
31-May-2019	Updated the definitions for weight manifest and pre-pack. Also added the definition for Pre-pack supplier. Added a requirement to submit weight manifest along with the acceptable formats. Added requirement to place accountability of acceptance/approval of pre-pack weight onto CPS. Removed reference to appendix two and removed appendix two.
15-Dec-2014	New document to establish the minimum mandatory TCCC requirements for suppliers of pre-packed ingredients. This document brings requirements from the internal Dry Filling Requirements (BP-RQ-320) and the Commercial Instruction shared with suppliers of pre-packed ingredients.