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| PACKAGES CONVERTORS LIMITED | | Document type: Work Instructions | | | |
| | | Title: Work Instructions for proof cutting, Mechanical Drawing, Multiple Drawing and Counter Designing | | | |
| Prepared by Hira Fatima <i>Hira Fatima</i> | Approved by Salman Rehman <i>Salman Rehman</i> | PAGE 1(12) | REV 3 | DATE 01.07.2024 | DOC NO. WIDEV/CL/4.4/01 |

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| Reviewed on (Date): Reviewed by: | Reviewed on (Date): Reviewed by: | Reviewed on (Date): Reviewed by: | Reviewed on (Date): Reviewed by: |
| Approved on (Date): Approved by: | Approved on (Date): Approved by: | Approved on (Date): Approved by: | Approved on (Date): Approved by: |

1. Purpose:

To ensure that Blank Sample, Proof Cutting, Mechanical Drawing, Multiple Drawing and Counter Designing is carried out under controlled condition.

2. Scope:

These instructions are applicable to Development Department Carton Line.

3. Overall responsibility:

Overall responsibility lies with the Production Manager Carton Line.

4. References

1. Operating manual for KRAUSE Die Cad System.

5. Instructions:

5.1 Work Instructions for Blank Sample Preparation:

| Sr. # | Activity | Responsibility |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 5.1.1 | The inquiry for the blank sample shall be received from the Sales Deptt, which will contain the specs of the sample required. | Sales Officer. |
| 5.1.2 | The Drawing of the blank sample shall be made on the computer as per specs mentioned in their inquiry. : Ref: Krause Dia Cad System Manual. The data shall be transferred to the Plotter. | Dev Engineer |
| 5.1.3 | A sheet of the respective material shall be attached to the plotter table and the plotter shall be commanded to cut the sample | Dev Engineer |
| 5.1.4 | If the quality of samples exceeds fifty, then the samples will be cut on the Kerma Machine of C.C Deptt. Ref: WICCFG/CL/4.9/01 (WI for Die making) Ref: WICCFG/CL/4.9/08 (WI for Kerma Machine) | Dev Engineer |

Hira Fatima

**Construction:PACKAGES
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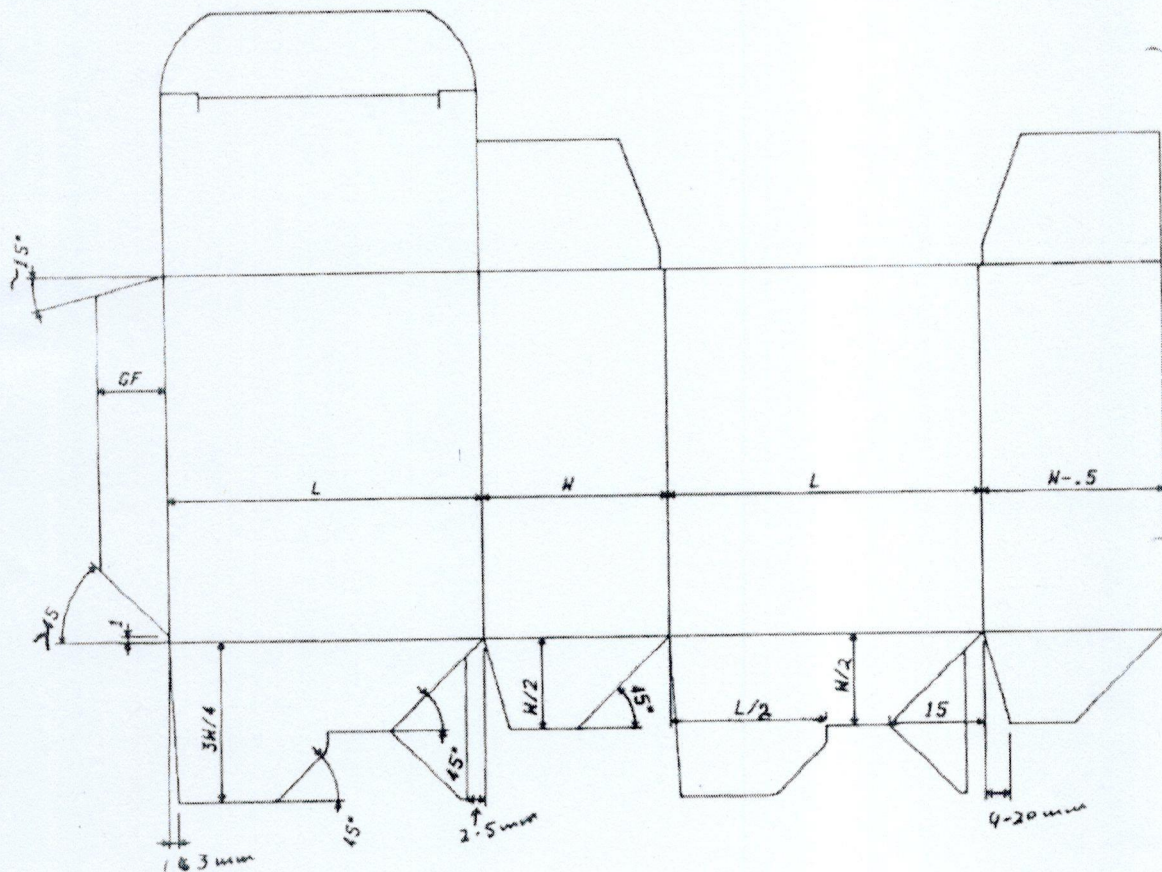
Title: Work Instructions for proof cutting, Mechanical Drawing, Multiple Drawing and Counter Designing

with 92% ing

Butter

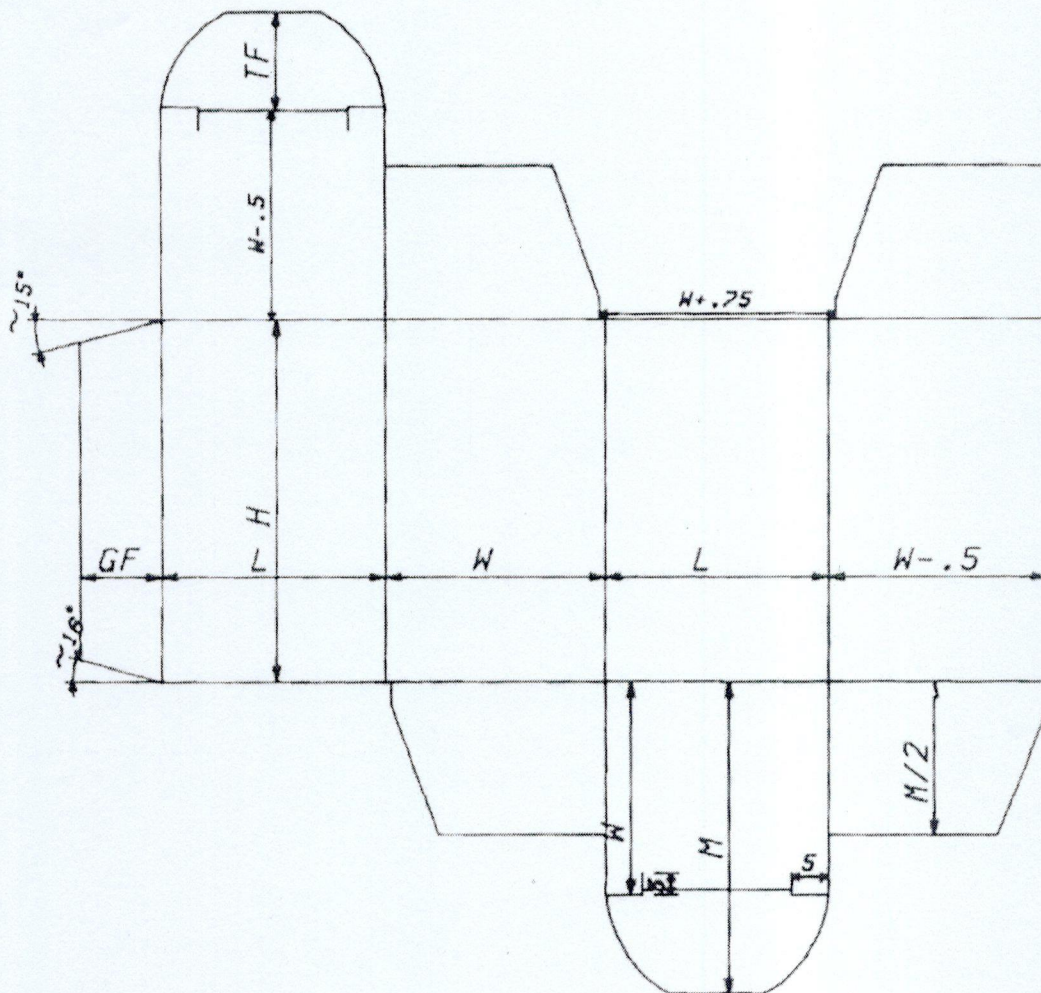
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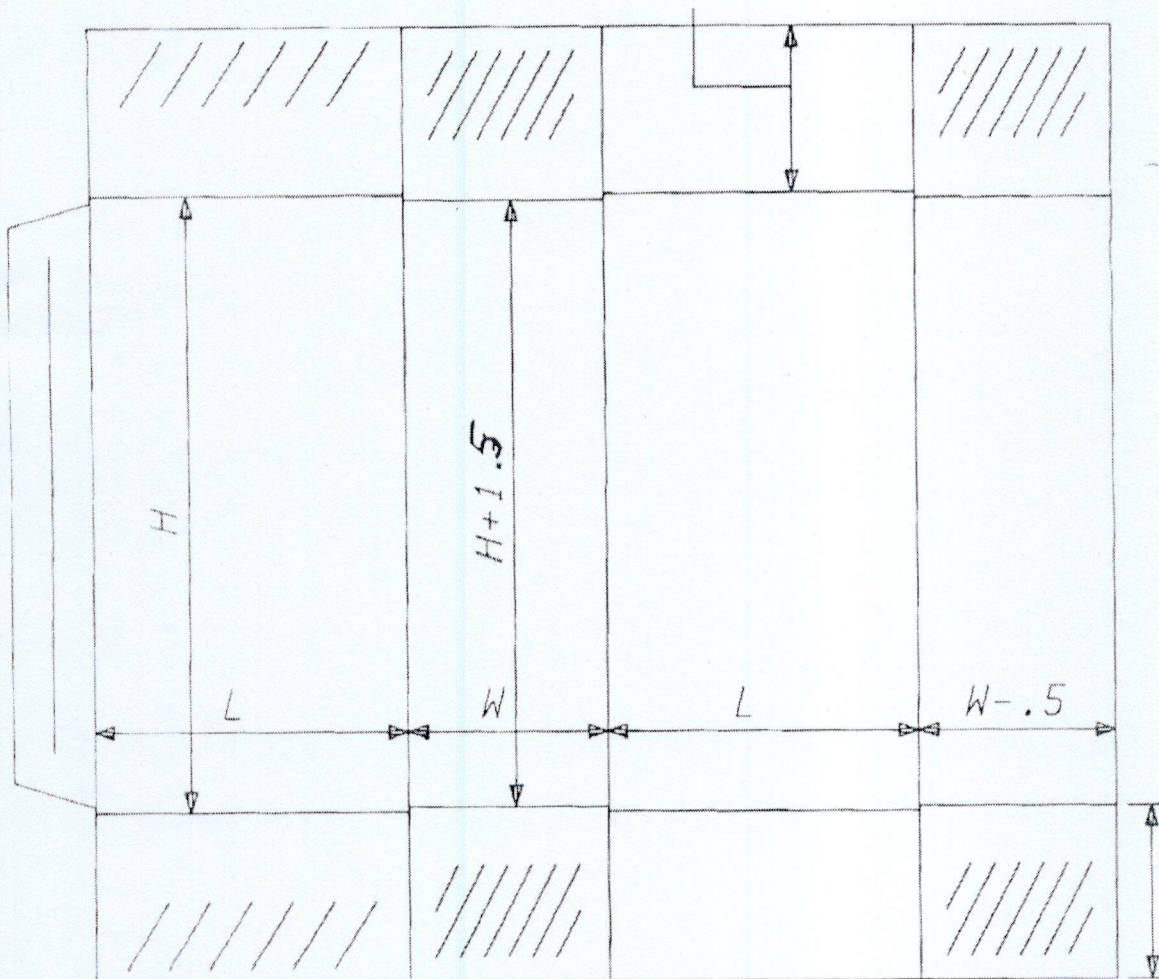
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5.1.7 Reverse Tuck-in Construction:



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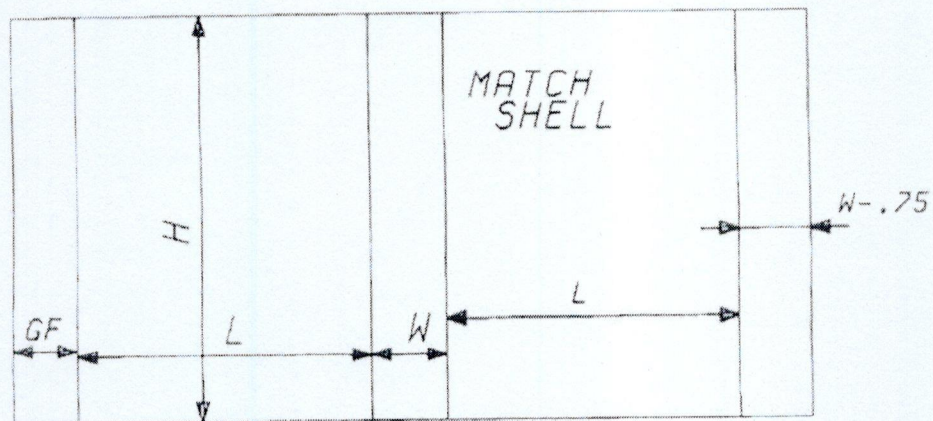
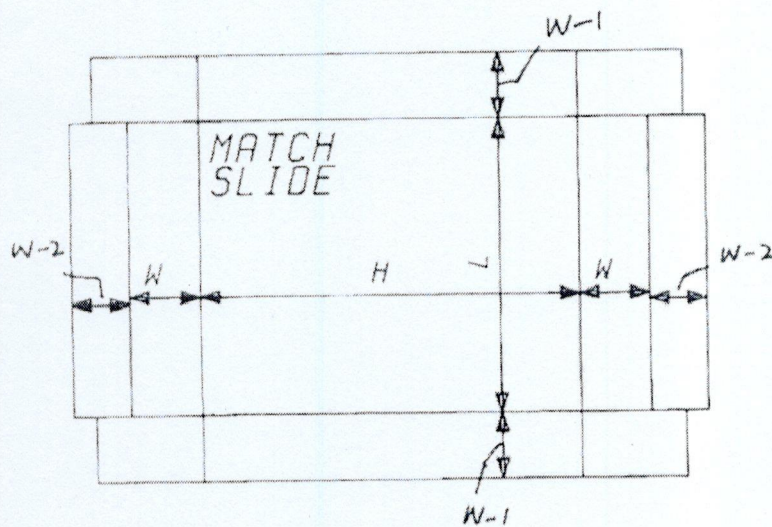
5.1.9 End Seal Construction:



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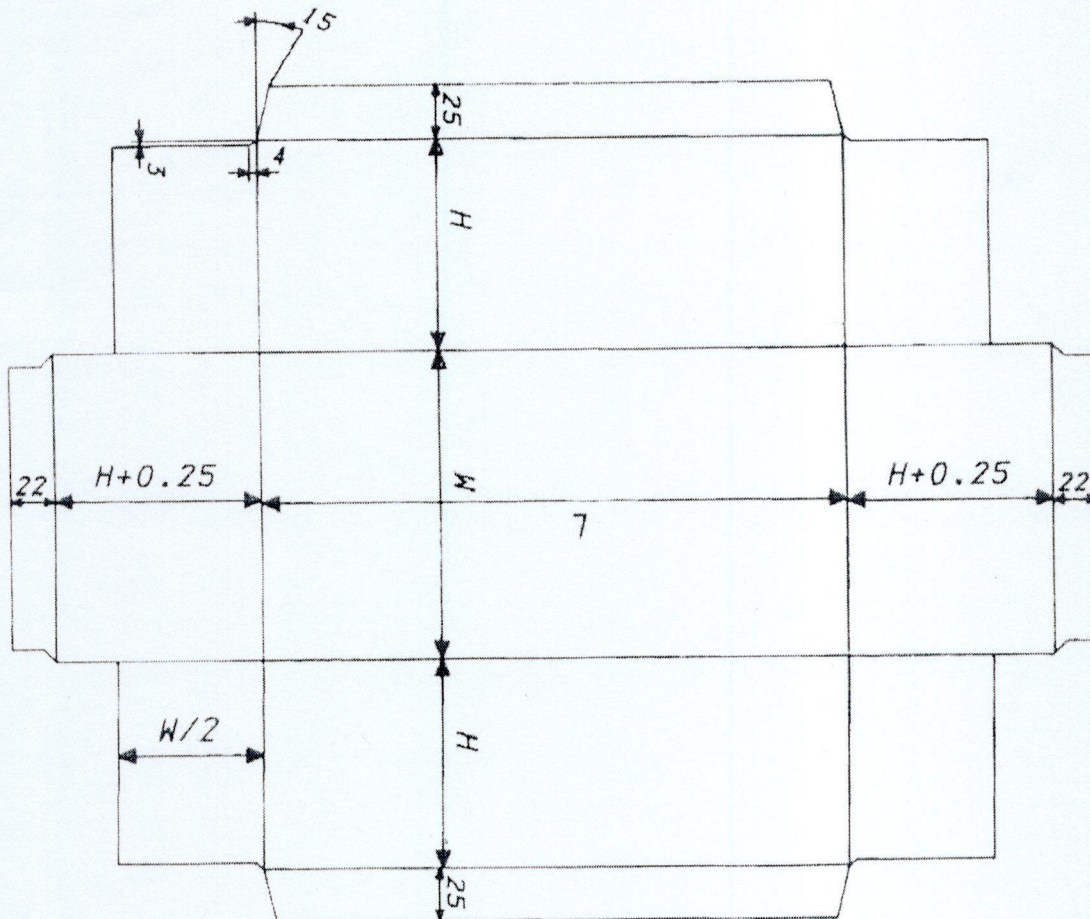
5.1.10 Match Shell and Slide Construction:

Length of Shell = 1.5+Length of Slide
 Width of Shell = 1.0+Width of Slide
 Height of Shell = 1.0+Height of Slide



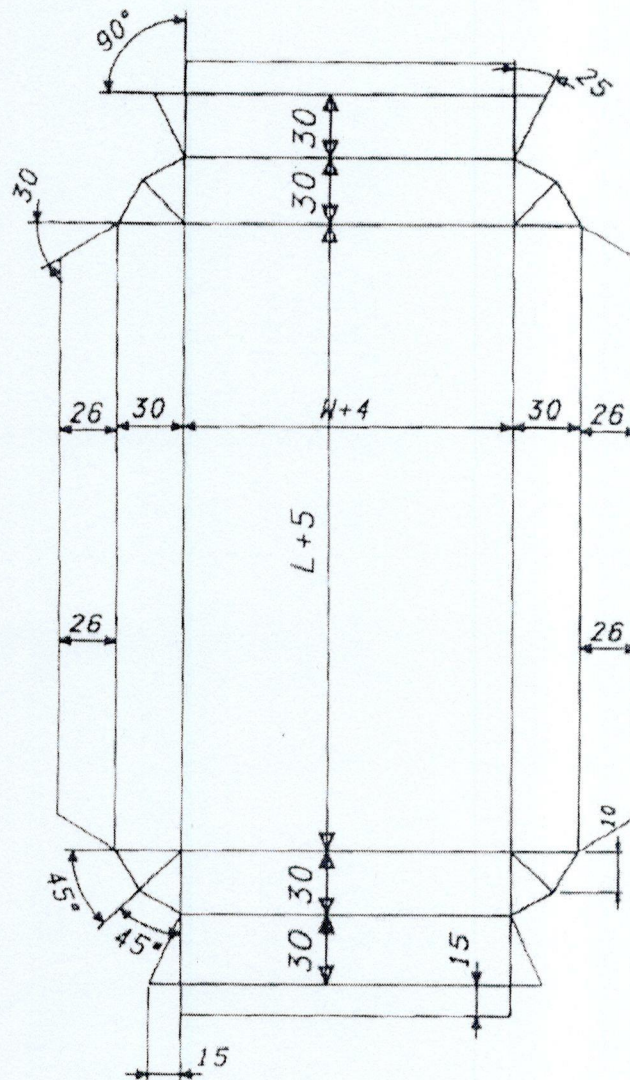
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5.1.11 Shoe Carton (Bottom):



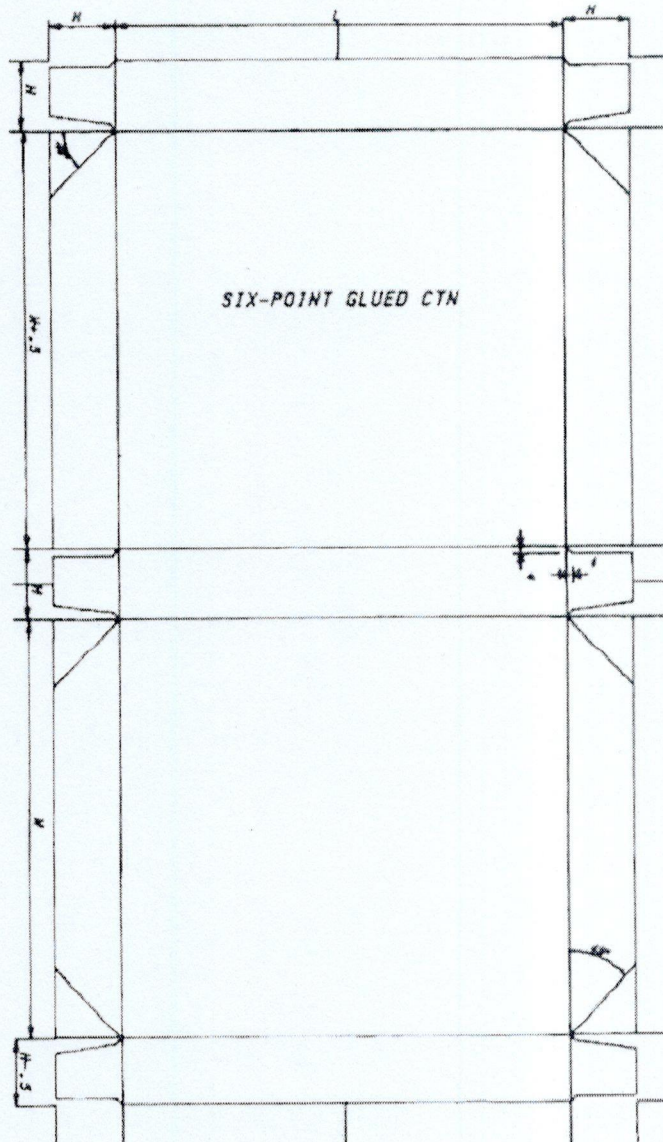
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5.1.12 Shoe Carton (Top):



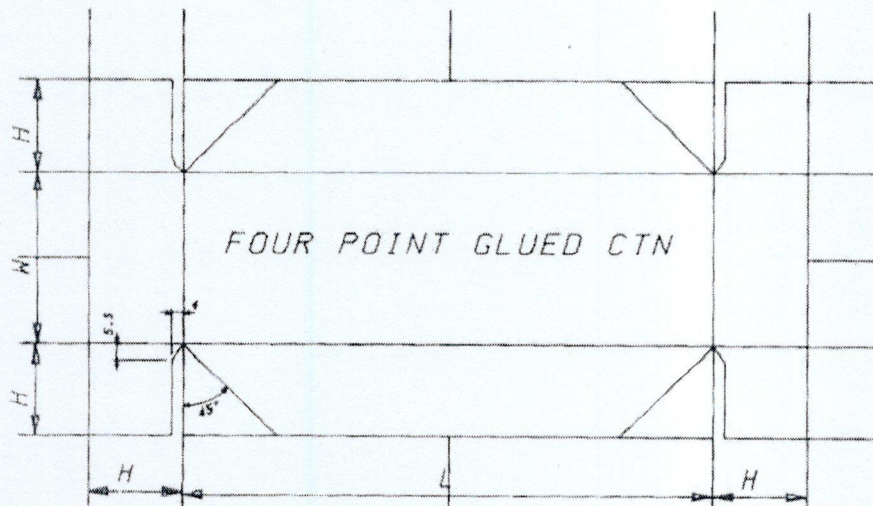
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5.1.13 Six Point Glued Carton:



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5.1.14 Four Point Glued Carton:



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5.2 Work instructions for Proof Cutting:

| Sr. # | Activity | Responsibility |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| 5.2.1 | The Proofs shall be received from proof press | PrePressPlanning Officer |
| 5.2.2 | The respective mechanical drawing file shall be opened on the computer and registration marks shall be drawn on the drawing. | Dev Engineer |
| 5.2.3 | Data from the computer shall be transferred to the plotter and plotter will be commanded to cut the grooves on the table for registering the proof. | Dev Engineer |
| 5.2.4 | The Proof sheet will be applied on the plotter table, according to registration marks on the table. | Dev Engineer |
| 5.2.5 | The Plotter will then be commanded to cut the Proof. | Dev. Engineer |

5.3 Work instructions for Multiple Drawing:

| Sr. # | Activity | Responsibility |
|-------|-------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| 5.3.1 | The mechanical drawing shall be received from the offset planning and no. of ups shall be planned according to their request. | Offset Planning Officer. |
| 5.3.2 | The Drawing shall be made along with dimension on the computer according to instructions written in the manual. | Dev Engineer |
| 5.3.3 | For plotting same instructions shall be followed as those written in work instructions for mechanical drawing. | Dev Engineer |
| 5.3.4 | The same layout shall be transferred to the laser cutting machine for making multiple die. | Dev Engineer |

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| Written By Hira Fatima | Approved By Salman Rehman | Page 12(12) | Rev 2 | Date 02.02.2021 | Document No. WIDEV/CL/4.4/01 |
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5.4 Work instructions for Mechanical Drawing Making:

| Sr. # | Activity | Responsibility |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| 5.4.1 | Receive the job card from Pre press Planning containing the specifications of carton for which the mechanical drawing is required. | PrePressPlanning Officer |
| 5.4.2 | Open file from the computer which was used to make the blank sample earlier. Dimension the carton's drawing on the computer as per instruction given in the operating manual of the dia cad system and transfer the data from the computer to the plotter. | Dev Engineer |
| 5.4.3 | Change the module on the plotter for drawing making and attach graphic film on the plotter table. Command the plotter to perform the required operation. | Dev Engineer |

5.5 Work instructions for Designing Counters:

| Sr. # | Activity | Responsibility |
|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| 5.5.1 | The respective of the particular blank sample file shall be opened on the computer and counters shall be designed according to the instructions written in the die cad system manual. | Dev Engineer |