

Manufacturing Enhancements

User Guide

Neon Version

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About Proccession



Proccession is a Sage Enterprise Management (formerly X3) suite of modules, which was created by **Proccession Software LLC**. Designed for process manufacturers and distributors, **Proccession** provides premium features and modules for your Sage X3 system. **Proccession** allows companies to get more out of Sage X3.

Proccession picks up where Sage X3 leaves off. **Proccession** provides enhanced functionality for customers who are looking to get more from their Sage X3 system. **Proccession** helps to manage the complexity of process manufacturing allowing you to do more with less.

Proccession is a fully integrated solution that runs seamlessly within X3 and does not require additional hardware. Since **Proccession** is part of your Sage X3 system, it is easier to install and maintain than external third party applications. Since it shares the Sage X3 user interface, it is quick to learn and adopt. **Proccession** becomes part of your Sage X3 system and therefore requires no integration links and all data resides within the Sage X3 database.

About Proccession Software LLC

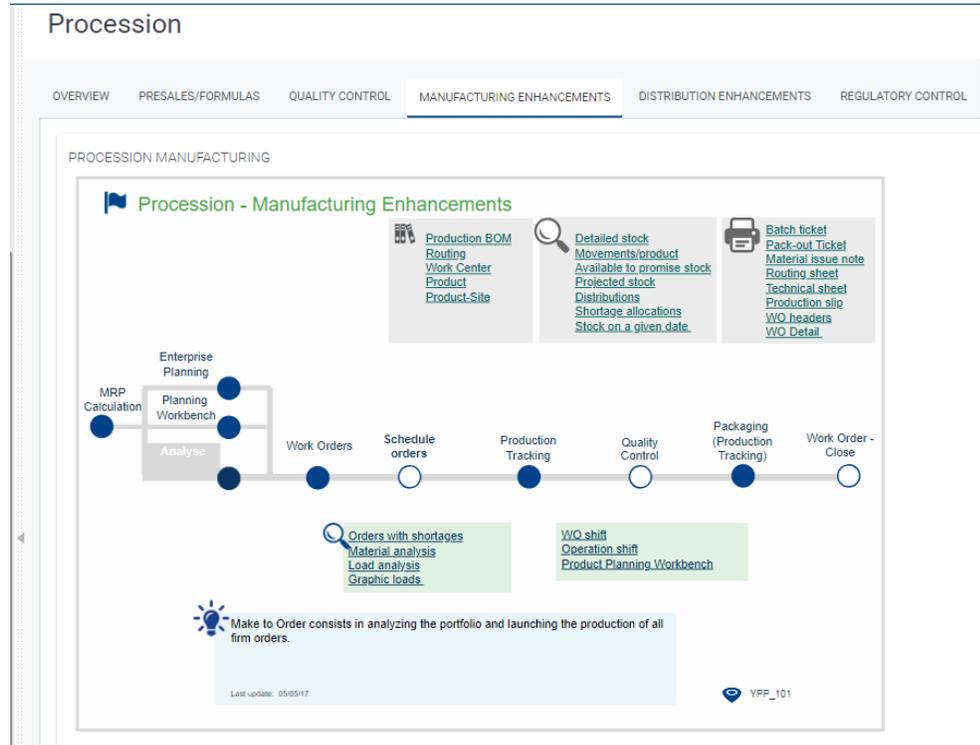
Proccession Software LLC is a team of professionals from the worlds of process manufacturing and software development and implementation. Our vision is to create THE process manufacturing solution for Sage X3. This vision guided our development of **Proccession**.

The initial seeds of **Proccession** started in 2006 when a team of process manufacturing professionals and developers designed and built software that would handle the unique requirements for chemical manufacturers. The software brought order to the chaos of regulation compliance, formula management, material safety data sheets and quality control.

The solution, which started in 2006, has evolved into **Proccession**, an enhancement suite for process manufacturers. Since its launch in 2014, **Proccession** has received much praise from the Sage X3 community. Today, companies ranging from hundreds of employees to companies with tens of employees use **Proccession**. As our user base continues to grow, our team is dedicated to adding innovative functionality that addresses the ever-changing landscape of regulations and the needs of formulators, quality control professionals, manufacturers and distributors.

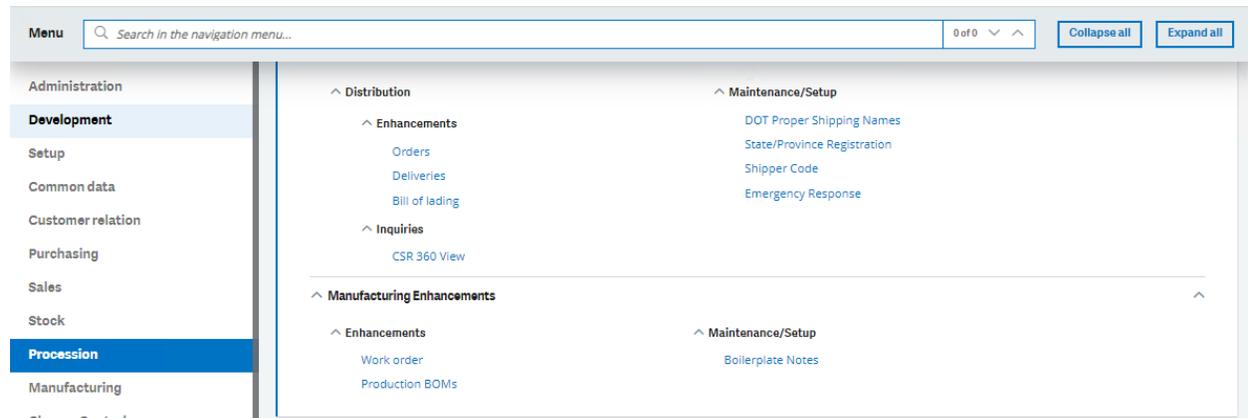
Since 2013, the Proccession team has been working closely with Sage Software to ensure that our solution meets the development standards of Sage. Today, **Proccession** has been a Sage Certified Solution since 2015.

Visual Process Flows



Procession can also be accessed from either the Procession menu or from Visual Process Flows within Sage X3. An example visual process flow is shown above. Customers can also create their own process maps in order to access both Sage X3 and **Procession** features.

The image below shows the **Procession** menu in Sage X3 Version 12.



Manufacturing Enhancements -

Procession adds the following functionality to Sage X3 Manufacturing:

- Batch Ticket Report
- Repack/Fill Ticket Report
- Rework WO Resizing
- WO GHS Label
- WO Components re-sorting
- BOM->Formula link
- BOM Report with Notes
- Boilerplate Notes

When **Procession** Manufacturing Enhancements can also integrate with the following **Procession** modules:

- **Presale/Formulation Module** –R&D formulas are published to create inventory products and manufacturing BOMs. A link is maintained between the formula and the BOM.
- **Regulatory Control Module** – Allows GHS and PPE information to print on the Batch Ticket and WO GHS Label.
- **Quality Control Enhancements** – Product technical sheets can print as part of the batch ticket.

Setup

Before using the **Procession** Presales/Formulation module for the first time, please refer to the different topics in this Setup section

Boilerplate Notes

Boilerplate Notes can be accessed by navigating to **Procession** → **Formulation Module** → **Boilerplate Notes**.

Boilerplate notes are used to maintain common instructions that are used in the production of one or more products. Images can also be included with the instructions in order to provide visual guidance that complements the accompanying text.

Boilerplate notes can be added to formulas, BOMs or directly to work orders. These notes can be used as either simple instructions, visual verifications, or elaborate check-off lists.

The advantages of boilerplate notes are:

- Reduces user error by eliminating the need for the re-entry of common instructions
- Allows for rapid global changes to instructions. If an instruction is changed on the Boilerplate Note, the instruction is automatically changed on all Formulas and BOM's where the Boilerplate note is used.
- Provides the ability to add images that can be used for visual verifications during the manufacturing or quality processes.

The image below shows an example of a Boilerplate note along with an image file. These images are displayed in the Procession Manufacturing module's Batch Ticket Report. The Image Size field allows the user to dictate where the image will show in relation to the text. The image pixel sizes that are supported are shown in parenthesis.

All > Procession > Manufacturing Enhancements > Maintenance/Setup

Note Code

Note Code	Description *	Create User
MFGIMAGEDRUMS	Drum Labels	DJP

Create Date
01/15/19

1. Store in Blue Poly drums.
2. Place GHS Label on the center of drum
3. Place Shipping hazard classification labels to the right of GHS label.

Image



Image size

- Right of Text (200x400)
- Left of Text (200x400)
- Above Text (400x800)
- Below Text (400x800)
- None

Drop file from explorer or Select it Select file Remove

On a BOM, a boilerplate note can be added on any line of the BOM. However, it is recommended to add the Note codes to lines which have a component type of "Text".

All > Procession > Manufacturing Enhancements > Enhancements

Manufacturing BOM BOMP

COMPONENT PROCESSION

Available to use

COMPONENT

COMPONENT PRODUCT

	Sequen...	y BOM UOM	Note Code	
1	3		MFGIMAGEVERIFYRM	Q
2	5	66.7		Q
3	10	1.44		Q
4	15	1		Q
5	25		MFGMIX_30	Q
6	30	1		Q

Production BOMs

Production BOMs can be accessed from the standard Sage X3 menu or by navigating to **Procession** → **Manufacturing** → **Production BOMs**.

If **Procession** Presales/Formulation Module is installed, typically Production BOMs are updated by publishing from the Formula. If the Presales/Formulation module is not installed, most of the functionality described in this document will work except where noted.

Procession adds the following functionality to the standard Sage X3 Production BOM:

- Links back to the R&D Formula ID
- Formula Component flag
- Boilerplate notes and images
- BOM Report including process notes

Production BOM - Master Formula Version

The screenshot shows the Sage X3 Manufacturing BOM BOMP interface. The breadcrumb trail is 'All > Procession > Manufacturing Enhancements > Enhancements'. The main title is 'Manufacturing BOM BOMP'. Below the title, there are tabs for 'COMPONENT' and 'PROCESSION', with 'PROCESSION' being the active tab. The 'PARENT' section displays the following fields: Parent product (FG500-BULK, Paint-Low VOC Acrylic Gloss), Site, Code (40, Manufacturing), Reference date (02/04/19), Major version, Minor version, and Change request. The 'Description' field is 'Paint-Low VOC Acrylic Gloss'. Other fields include Stock unit (LB, Pound), Management unit (By lot), Base quantity (1002.000), Validity start date (01/15/19), Validity end date, and Use status (Available to use). The 'PROCESSION' section shows the 'Master Formula Version' field with the value 'PAINT_WHITE-REV-001'.

The Master Formula Version field, on the **Procession** tab, provides a link from the parent product back to the formula. This link is used to allow bulk and packaged products to be linked to the formula.

- **Bulk Product** – For bulk product, this field can either be manually populated, or it can be automatically populated when a formula is published to the BOM.
- **Packaged Product** – For packaged product, the field must be manually entered.

This link is also used for:

- **Quality Control** - By default, testing is performed using the technical sheet for the Product. However, if one is not found, then the technical sheet for the formula product is used instead.
- **Regulatory Control** – By default, the SDS printed at delivery is for the product that is on the delivery. However, if one is not found, then the SDS for the formula product is used instead.

Production BOM – Formula Component Flag

The screenshot shows the 'Manufacturing BOM BOMP' window. At the top, there are navigation tabs for 'COMPONENT' and 'PROCESSION'. Below the tabs, there is a search bar and a 'Cancel' button. The main area displays a table of components. The table has columns for 'Sequen...', 'Materia...', 'Pick list code', 'Container', 'Description', 'Container ca...', 'C...', 'Setup level', 'Weighing tolera...', 'Weighing tolera...', and 'Based on Formula'. The 'Based on Formula' column contains 'Yes' for all four rows shown.

Sequen...	Materia...	Pick list code	Container	Description	Container ca...	C...	Setup level	Weighing tolera...	Weighing tolera...	Based on Formula
1	3	Yes			0.000			0.000000	0.000000	Yes
2	5	Yes	Component not weighed at station		0.000			0.000000	0.000000	Yes
3	10	Yes	Component not weighed at station		0.000			0.000000	0.000000	Yes
4	15	Yes	Component not weighed at station		0.000			0.000000	0.000000	Yes

The “Based on Formula” flag in the In the Component section of the BOM indicates if the component originated from the formula or whether it was manually added on the BOM. This feature allows a production manager to add production notes or packaging to the Production BOM without requiring access to the formula record.

When formulas are published to update the BOM, there is an option to either update all BOM components, or only update those that are flagged as “Based on Formula”. This latter option allows the BOM to be updated from the formula without overwriting the notes or packaging that was added to the Production BOM.

Work Orders

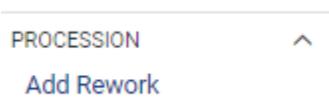
Procession adds the following functionality to Sage X3 Work Order window:

- Rework
- Boilerplate Notes
- Ability to re-order components
- Batch Ticket Report
- GHS WO Label

Work Order – Rework

In process manufacturing, it is common to have rework product that needs to be worked off in future batches. **Procession** adds the ability to select this rework product and to adjust the standard batch based upon the composition of the rework product.

The rework feature can be access from the Procession menu on the right panel of the work order window.



When this rework menu option is selected, the rework window is displayed.

All > Procession > Manufacturing Enhancements > Enhancements

Rework

Product * **FG500-BULK** Stock id * **10355** Selection * Increase Production Quantity Decrease Other Components Rework Qty (Stock Unit) **100** Production Tracking Number

Lot **LO1706NA0230001** Site **NA023** Rework Qty (KG) **45.3592370010035** Total weight-Rework (KG) **453.591916417665** Available stock (Stock Unit) **100**

11 Results Display: 25

	Fr...	Re...	Component	Description 1	Required quantity	S...	Rework Qty (Stock Un...	Adjusted Required Qu...	Weight Percenta...	Non-Frozen Percenta...	Adjustments	Item weight (...)
1	:	<input type="checkbox"/>	RM500	Deionized Water	66.567	LB	6.6567	59.91031	6.65	6.657		30.194
2	:	<input type="checkbox"/>	RM501	Preservative	1.437	LB	0.1437	1.29329	0.14	0.144		0.651
3	:	<input type="checkbox"/>	RM502	Base	0.998	LB	0.0998	0.8982	0.09	0.1		0.452
4	:	<input type="checkbox"/>	RM503	Surfactant	0.998	LB	0.0998	0.8982	0.09	0.1		0.452
5	:	<input type="checkbox"/>	RM504	De-foamer	2.994	LB	0.2994	2.6946	0.29	0.299		1.358
6	:	<input type="checkbox"/>	RM505	Titanium Dioxide	219.561	LB	21.9561	197.60491	21.95	21.956		99.591
7	:	<input type="checkbox"/>	RM506	Acrylic-2 Latex	582.834	LB	58.2834	524.55057	58.28	58.283		264.369
8	:	<input type="checkbox"/>	RM507	Coalescent	7.345	LB	0.7345	6.61047	0.73	0.735		3.331
9	:	<input type="checkbox"/>	RM508	IO-2 driver	112.475	LB	11.2475	101.22749	11.24	11.248		51.017
10	:	<input type="checkbox"/>	RM509	Dispersant	4.79	LB	0.479	4.31096	0.47	0.479		2.172
11	:	<input checked="" type="checkbox"/>	FG500-BULK	Paint-Low VOC Acrylic Gloss	100			100	0.00			0.000
12	:	<input type="checkbox"/>										

In the product ID field, the user can enter or select the rework product. However, only products defined in the “Products Released” section of the work order will be available for selection.

Selection Products

Product	Desc. 1
BYPRD-WASTE	Waste
FG500-BULK	Paint-Low VOC Acrylic Gloss

Next, the Stock ID is selected. This selection shows the existing inventory for the product ID that was selected.

Selection Stock selection

Stock site	Stock id	Lot	Sublot	Status	Serial numb...	STK q...	Allocated qty.	STK	Last receipt	Identifier...	Identifier...	Location	Loc. cat.	Loc. ty...	Warehou...
NA023	10283	LO1705NA0230002		A		100	1	LB	05/20/2017			QUA01	Internal	CQU	
NA023	10284	LO1705NA0230003		A		100		LB	05/20/2017			QUA01	Internal	CQU	
NA023	10290	LT170508A		A		500		LB	05/08/2017			QUA01	Internal	CQU	
NA023	10343	LO1706NA0230008		A		1		LB	06/08/2017			QUA01	Internal	CQU	
NA023	10350	LO1705NA0230005		Q		1		LB	05/25/2017			QUA01	Internal	CQU	
NA023	10353	LO1811NA0230001		Q		834		LB	11/07/2018			QUA01	Internal	CQU	
NA023	10354	LO1811NA0230002		Q		864		LB	11/07/2018			QUA01	Internal	CQU	
NA023	10355	LO1706NA0230001		R2		100		LB	06/02/2017			QUA01	Internal	CQU	

Rework is typically given a stock status code that indicates that the product is rework. In the example above, the status of “R2” indicates rework. However, since the stock status used for rework can vary, the selection dialog shows all available stock and the user must select the correct product for rework.

The remaining fields in the header section of the rework window are:

- Selection –
 - a. Increase Production Quantity – Indicates that the work order release quantity should be increased to account for the rework. For example, if a work order release quantity was for 100 Gallons and the rework that we are adding is 10 Gallons, then the release quantity will be adjusted to 110 Gallons.

Note that when this option is selected, the components may adjust as well. When the rework is selected, the production tracking for that rework is referenced in order to determine the composition of the rework. If the rework has component proportions that are different than the BOM, then all components are adjusted in order to adjust for the rework.

Decrease Other Components – Indicates that the addition of the rework will decrease the requirements for other WO component requirements, while the work order release quantity remains the same. The composition of the rework is determined by the production tracking from when the rework was produced. If the rework has component proportions that are different than the BOM, then all components are adjusted in order to adjust for the rework.

- Rework Qty (Stock Unit) – The amount of the rework that will be worked off in this batch.
- Production Tracking Number – The production tracking number from when the rework was produced.
- Lot – Lot number for the rework.
- Site – Production site for the rework.
- Rework Qty (KG) – The rework quantity converted to KG.
- Total Weight Rework (KG) - Total weight of the work order, before the addition of the rework. The weight is in KG.
- Available Stock (Stock Unit) – Total available quantity of the rework lot.

All > Procession > Manufacturing Enhancements > Enhancements

Rework

Product * FG500-BULK Stock id * 10355 Selection * Increase Production Quantity Decrease Other Components Rework Qty (Stock Unit) 100 Production Tracking Number

Lot L01706NA0230001 Site NA023 Rework Qty (KG) 45.3592370010035 Total weight-Rework (KG) 453.591916417665 Available stock (Stock Unit) 100

11 Results Display: 25

	Fr..	Re..	Component	Description 1	Required quantity	S..	Rework Qty (Stock Un..	Adjusted Required Qua..	Weight Percenta..	Non-Frozen Percenta..	Adjustments	Item weight (-
1	:	<input type="checkbox"/>	RM500	Deionized Water	66.567	LB	6.6567	59.91031	6.65	6.657		30.194
2	:	<input type="checkbox"/>	RM501	Preservative	1.437	LB	0.1437	1.29329	0.14	0.144		0.651
3	:	<input type="checkbox"/>	RM502	Base	0.998	LB	0.0998	0.8982	0.09	0.1		0.452
4	:	<input type="checkbox"/>	RM503	Surfactant	0.998	LB	0.0998	0.8982	0.09	0.1		0.452
5	:	<input type="checkbox"/>	RM504	De-foamer	2.994	LB	0.2994	2.6946	0.29	0.299		1.358
6	:	<input type="checkbox"/>	RM505	Titanium Dioxide	219.561	LB	21.9561	197.60491	21.95	21.956		99.501
7	:	<input type="checkbox"/>	RM506	Acrylic-2 Latex	582.834	LB	58.2834	524.55057	58.28	58.283		264.869
8	:	<input type="checkbox"/>	RM507	Coalescent	7.345	LB	0.7345	6.61047	0.73	0.735		3.331
9	:	<input type="checkbox"/>	RM508	IO-2 driver	112.475	LB	11.2475	101.22749	11.24	11.248		51.017
10	:	<input type="checkbox"/>	RM509	Dispersant	4.79	LB	0.479	4.31096	0.47	0.479		2.172
11	:	<input checked="" type="checkbox"/>	FG500-BULK	Paint-Low VOC Acrylic Gloss	100			100	0.00			0.000
12	:	<input type="checkbox"/>										

The rework grid shows all of the components from the work order along with their quantity before and after being adjusted for the rework. The fields on the grid are:

- Freeze - Locks down a component so that its quantities are not adjusted by the rework. To use this feature, mark "Freeze" for a component prior to selecting the rework.
- Rework- Identifies the current and previously added rework components for this work order.
- Component – component product id.
- Description1 – component product description.
- Required Quantity – original required quantity from the work order before adjusted for rework.
- Stock Unit – stock unit of the component.
- Rework Quantity (Stock Unit) – quantity of each component in the rework product. This quantity is determined from the production tracking for the rework product, if production tracking exists. If production tracking does not exist, then the rework composition is assumed to be proportional to the BOM for the rework product.
- Adjusted Required Quantity – Required Quantity minus Rework Quantity.
- Weight Percentage – Weight percentage for the component.
- Non-Frozen Percentage – When using the option "Decrease Other Components", this column shows the adjusted weight percentage for components not marked as "Freeze". Whenever a column is marked as "Freeze", the weight percentages for the other components must be adjusted.

For example, if a formula has two components and the first component is marked as "Freeze".

```
COMPONENT_A  50 KG  50%
COMPONENT_B  50 KG  50%
```

In this example, 25 KG of rework is added and the “Decrease Other Components” option is selected. Since COMPONENT_A is marked as “Freeze”, its quantity cannot change and therefore remains 50 KG after adding the rework. Since COMPONENT_B is not marked as freeze, its quantity and Non-Frozen Percentage would be adjusted as follows:

COMPONENT_A	50 KG	50%
COMPONENT_B	25 KG	25%
REWORK	25 KG	25%

- Adjustments – When the “Decreased Other Options” is selected and a component is set to “Freeze”, this column shows the amount that each non-frozen component was adjusted to allow for the frozen components.
- Item weight (KG) – Item weight of the component’s required quantity, before it was adjusted for the rework.
- Adjusted Quantity (KG) - Item weight of the component’s required quantity, after it was adjusted for the rework.
- Rework Qty (KG) – The component weight as part of the quantity of rework selected.

Work Order – Formula Version

When a work order is created, the formula version is stored with the work order. This feature maintains traceability back to the formula version for each lot that is produced on a work order.

Note: This functionality can be used in conjunction with, or instead of, the BOM version management functionality in Sage Enterprise Management. This feature requires the installation of the Procession Pre-Sales/Formulation module.

The formula versions for the work order can be viewed by selecting the Formula Versions option from the right panel on the work order window.

PROCESSION
Add Rework
Formula Versions

Procession - Formula Version

Work Order Number
WONA0230117

	Line no.	Product	Major version	Minor version	Formula ID	B...
1	1000	FG500-BULK			PAINT_WHITE-REV-001	40
2	1001	BYPRD-WASTE				0
3						

Work Order – Boilerplate Notes

Boilerplate notes are usually added on either the formula or the BOM. However, Boilerplate notes can also be added directly to the work order by selecting a note in the column called “Stored Note Selection”. These notes are generally added to lines with a “Text” component type. However, the notes can be added to any line, including component lines.

All > Procession > Manufacturing Enhancements > Enhancements

Work orders ALL : Full entry Cancel

COMPONENTS

WO expected quantity 1000.000 Produccible quantity _____ LB Pound

	Component	Description 1	Center	Market	Stored Note Selection	Re...
1					MFGIMAGEVERIFYRM	<input type="checkbox"/>
2	RM500	Deionized Water				<input type="checkbox"/>
3	RM501	Preservative				<input type="checkbox"/>
4	RM502	Base				<input type="checkbox"/>
5					MIX_30	<input type="checkbox"/>
6	RM503	Surfactant				<input type="checkbox"/>

15 Results Display: 50

Work Order - Component Re-sorting

Procession adds the ability to re-sort the components on the work order. Re-sorting is common for process manufacturers who add “unexpected materials” or rework to a work order. In standard Sage EM, these unexpected materials are given a BOM sequence number of “0”, which indicates that the component must be added first. However, often, this unexpected material should not be the first product added to the batch.

Procession allows the user to edit the BOM sequence number and re-sort the material in the list of components.

All > Procession > Manufacturing Enhancements > Enhancements

Work orders ALL : Full entry

HEADER COMPONENTS OPERATIONS DOCUMENTS

COMPONENTS

WO expected quantity 1000.000 Producible quantity LB Pound

	Component	Description 1	Component type	Shrinka...	BOM sequence	W
1	:		st	No		4
2	:	RM500	Deionized Water	mal		5

Reports & Labels

Procession provides the following manufacturing reports and labels:

- Production BOM List with Notes
- WO Batch Ticket Report
- WO GHS Label

Production BOM List w/ Notes

Procession provides a version of the Bill of Materials report that includes note text. This report is printed from the BOM screen and is named XJB3BOMPRN.

?

X

Selection Print codes

Type	Code	Title
Reports	BOMPRN	Bill of material printing
Reports	XJB3BOMPRN	Procession-Formula w/ Notes

Verify all Raw Materials are correct before starting Process.

1	RM500	Deionized Water	66.7000 LB	5	Normal	1/15/2019
1	RM501	Preservative	1.4400 LB	10	Normal	1/15/2019
1	RM502	Base	1.0000 LB	15	Normal	1/15/2019

Mix for 30 Minutes

Operator Sign off: _____

1	RM503	Surfactant	1.0000 LB	30	Normal	1/15/2019
1	RM504	De-foamer	3.0000 LB	35	Normal	1/15/2019
1	RM505	Titanium Dioxide	220.0000 LB	40	Normal	1/15/2019
1	RM506	Acrylic-2 Latex	584.0000 LB	45	Normal	1/15/2019
1	RM507	Coalescent	7.3600 LB	50	Normal	1/15/2019
1	RM508	IC-2 driver	112.7000 LB	55	Normal	1/15/2019
1	RM509	Dispersant	4.8000 LB	60	Normal	1/15/2019
1	BYPRD-WASTE	Waste	1.0000 KG	70	By-product	1/15/2019

Send Sample to QC

1. Store in Blue Poly drums.
2. Place GHS Label on the center of drum
3. Place Shipping hazard classification labels to the right of GHS label.

WO Batch Ticket Overview

Procession provides three batch ticket report options on the Work Order. Work Orders can be accessed from the standard Sage X3 menu or by navigating to **Procession**→**Manufacturing**\Distribution **Enhancements**→ **Manufacturing**→**Enhancements**→ **Work Order**.

The three batch ticket reports are:

- Batch Ticket – Hazardous
- Batch Ticket – Non-Hazardous
- Repack Ticket

Batch Ticket - Hazardous

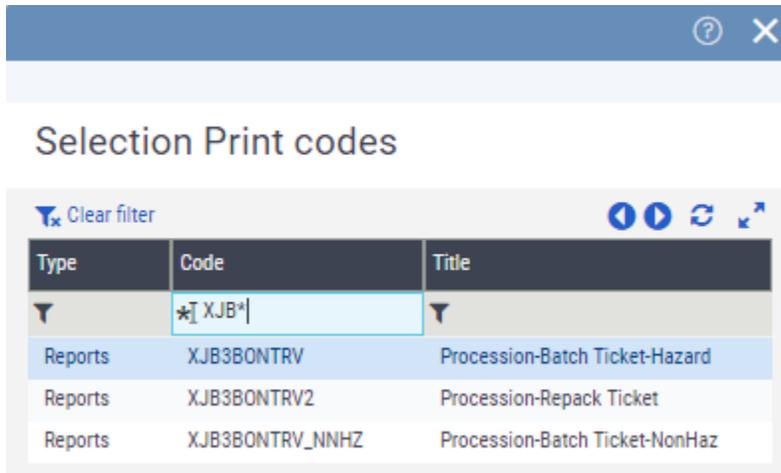
The hazardous version of the batch ticket is designed for manufacturers which produce hazardous materials or use hazardous components. Features of this Batch Ticket Report include:

- Safety and Handling information
 - HMIS/NFPA Bar Chart or Diamond
 - Personal Protection Equipment Pictograms
 - GHS Pictograms
- Process Notes and Images
- Lot numbers for Ingredients and Finished Goods
- Weight, Volume and Required Quantity of each component
- Production Tracking
- Allocation Status and Shortages

- QC Product Technical Sheet
- WO number barcode

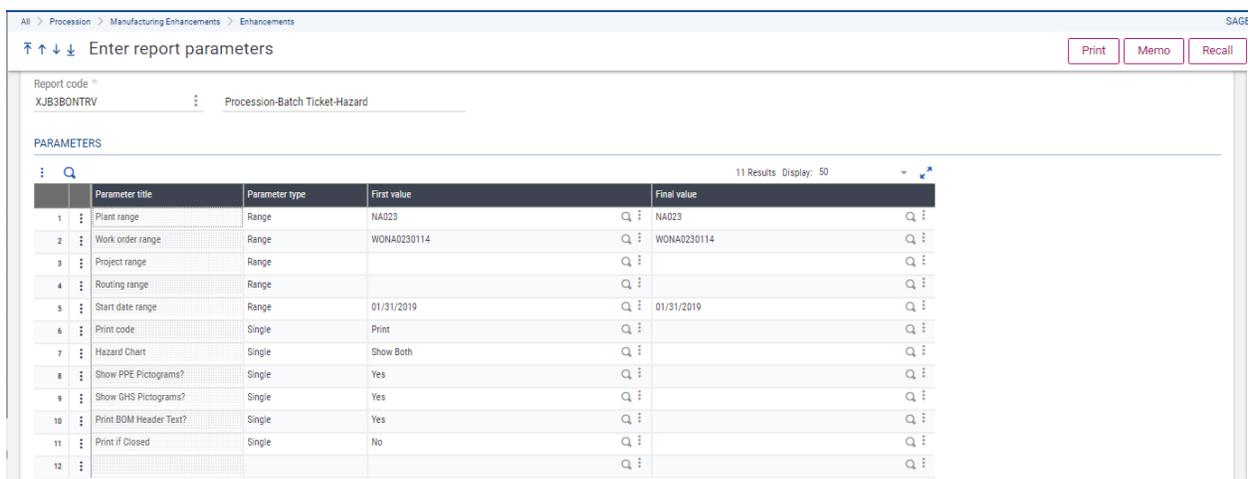
In order to use safety and handling feature on the batch ticket reports, the **Procession Regulatory Control** module must be installed.

The batch ticket can be printed from the Work Order screen. To print, *click* on the printer icon and select “Record”. The report name is XJB3BONTRV (“**Procession**-Batch Ticket-Hazard”).



Select the report. The print options screen displays with default values from the work order. Users also have other new options:

- **Hazard Chart** – Users can display the HGIS Bar Chart and/or the NFPA Diamond.
- **Show PPE Pictograms** – Users can display or hide the Personal Protection Equipment Pictograms as determined by the user selection on the **PRODUCTS SCREEN** or the SDS.
- **Show GHS Pictograms** – Users can display or hide the GHS Pictograms as determined by the user selection on the **PRODUCTS SCREEN** or in the SDS.



BATCH TICKET

Batch Number: WONA0230114 Formula Key: PAINT_WHITE-REV-001
 Printed: 2/4/2019 8:59:25AM BOM Code: 40
 Responsibility: David Padgett Schd Start: 1/31/2019
 Allocation Status: Not allocated Schd Complete: 1/31/2019 PPE Codes: G- Safety Glasses, Gloves, Vapor Respirator

Personal Protection Equipment:
 Safety Glasses
 Gloves
 Vapor Respirator



Planned Qty: 1001.00 KG Total Volume: 1001.00 Density: 1.42 Tank ID: _____ Pump ID: _____
 Operator: _____ Packed By: _____ Checked By: _____ Scale ID: _____ FG500-BULK

FINISHED GOODS INFORMATION

Product	Description	Lot	Fill level	Stk Unit	Release Qty	Unit	Actual Qty
FG500-BULK	Paint-Low VOC Acrylic Gloss		1.00	LB	1,000.000	LB	_____
BYPRD-WASTE	Waste		1.00	KG	0.998	KG	_____

OPERATIONS

Op #	Work center	Description	Start/End	Setup	Run time	Labor Setup/Run Time	Unit	Actual Setup	Actual Run
5	MAC051/LAB051	Chem Premix/Chem	1/31/19	1/31/19	0.25	0.13	Hours	_____	_____
10	MAC052/LAB051	Chem Vat 1/Chem	1/31/19	1/31/19	0.25	0.38	Hours	_____	_____
		Proc Op							

INGREDIENTS

Op#	Ingredient	Description/Notes	Weight	Volume	Req Qty	Unit	Actual Qty	Lot No
		Verify all Raw Materials are correct before starting Process.						
	RM500	Deionized Water	66.57 LB	66.57 GL	66.57	LB	_____	_____
	RM501	Preservative	1.44 LB	1.44 GL	1.44	LB	_____	_____
	RM502	Base	1.00 LB	1.00 GL	1.00	LB	_____	_____

Mix for 30 Minutes

Operator Sign off: _____

RM503	Surfactant		1.00 LB	1.00 GL	1.00	LB	_____	_____
RM504	De-foamer		2.99 LB	2.99 GL	2.99	LB	_____	_____
RM505	Titanium Dioxide		219.56 LB	219.56 GL	219.56	LB	_____	_____
RM506	Acrylic-2 Latex		582.83 LB	582.83 GL	582.83	LB	_____	_____



RM507	Coalescent		7.35 LB	7.35 GL	7.35	LB	_____	_____
RM508	IC-2 driver		112.48 LB	112.48 GL	112.48	LB	_____	_____
RM509	Dispersant		4.79 LB	4.79 GL	4.79	LB	_____	_____

Send Sample to QC

QUALITY CONTROL



LAB CONTROL SAMPLE FORM

Formula: FIN513_BULK

Description: Paint-Low VOC Acrylic Gloss

Batch Number/WO #: WONA0230104

Lot Number:

Vessel #: _____

LAB

	Sample 1	Sample 2	Sample 3	Sample 4	Sample 5	Sample 6	Sample 7
Date							
Time							
Step							
Initial							

ANALYSIS

Description	Question #	Range	Target	Sample 1	Sample 2	Sample 3	Sample 4	Sample 5	Sample 6	Sample 7
Viscosity	QC04	2 - 10	6							
% Solids	QC05	4 - 12	7							
Color	QC50	-								
DENSITY	QC51	8.5 - 9	8.7							
% Moisture	QC07	2 - 6	4							

ADDITIONS

Addition #	Sample#	Question #	RM Code	Description	Amount to Add	UOM	Batch Size	Lot #	Comments	Added

CHECK LIST

	Sample 1	Sample 2	Sample 3	Sample 4	Sample 5	Sample 6	Sample 7
Lab Results in Spec							
Work Recorded in X3							
Finals Completed							
Results in Spec Book							
Retained, labeled, and Filled							

INSTRUCTIONS

*****PRODUCTION SPECIFICATIONS*****

Take samples at top and bottom of the tank

Batch Ticket – Nonhazardous

This batch ticket is used with non-hazardous materials. This version of the batch ticket does not include safety and handling information. Features of this Batch Ticket include:

- Process Notes
- Lot numbers for Ingredients and Finished Goods
- Weight, Volume and Required Quantity of each component
- Production Tracking
- Allocation Status and Shortages
- QC Technical Sheet
- WO number barcode

The batch ticket can be printed from the Work Order screen. To print, *click* on the printer icon and select “Record”. The report name is XJB3BONTRV_NNHZ (“**Procession**-BatchTicket-NonHaz”).

BATCH TICKET										
Batch Number:	WONA0230114	Formula Key:	PAINT_WHITE-REV-001							
Printed:	2/4/2019 2:13:58PM	BOM Code:	40							
Responsibility:	David Padgett	Schd Start:	1/31/2019							
Allocation Status:	Not allocated	Schd Complete:	1/31/2019 PPE Codes: G- Safety Glasses, Gloves, Vapor Respirator							
Planned Qty:	1001.00 KG	Total Volume:	1001.00	Density:	1.42	Tank ID:		Pump ID:		
Operator:		Packed By:		Checked By:		Scale ID:		FG500-BULK		
FINISHED GOODS INFORMATION										
Product	Description	Lot	Fill level	Stk Unit	Release Qty	Unit	Actual Qty			
FG500-BULK	Paint-Low VOC Acrylic Gloss		1.00	LB	1,000.000	LB				
BYPRD-WASTE	Waste		1.00	KG	0.998	KG				
OPERATIONS										
Op #	Work center	Description	Start/End	Setup	Run time	Labor Setup/Run Time	Unit	Actual Setup	Actual Run	
5	MAC051/LAB051	Chem Premix/Chem	1/31/19 1/31/19	0.25	0.13	0.25 0.13	Hours			
		Proc Op								
10	MAC052/LAB051	Chem Vat 1/Chem	1/31/19 1/31/19	0.25	0.38	0.25 0.38	Hours			
		Proc Op								
INGREDIENTS										
Op#	Ingredient	Description/Notes	Weight	Volume	Req Qty	Unit	Actual Qty	Lot No		
		Verify all Raw Materials are correct before starting Process.								
	RM500	Deionized Water	66.57 LB	66.57 OL	66.57	LB				
	RM501	Preservative	1.44 LB	1.44 OL	1.44	LB				
	RM502	Base	1.00 LB	1.00 OL	1.00	LB				
		Mix for 30 Minutes								
		Operator Sign off: _____								
	RM503	Surfactant	1.00 LB	1.00 OL	1.00	LB				
	RM504	De-foamer	2.99 LB	2.99 OL	2.99	LB				
	RM505	Titanium Dioxide	219.56 LB	219.56 OL	219.56	LB				
	RM506	Acrylic-2 Latex	582.83 LB	582.83 OL	582.83	LB				
	RM507	Coalescent	7.35 LB	7.35 OL	7.35	LB				
	RM508	IC-2 driver	112.48 LB	112.48 OL	112.48	LB				
	RM509	Dispersant	4.79 LB	4.79 OL	4.79	LB				



QUALITY CONTROL

Send Sample to QC



1. Store in Blue Poly drums.
2. Place GHS Label in center of drum
3. Place Shipping hazard classification labels to the right of GHS label.



Page 2 of 3

LAB CONTROL SAMPLE FORM										
Formula:	FIN513_BULK	Description:	Paint-Low VOC Acrylic Gloss	Batch Number/WO #:	WONA0230104					
Lot Number:		LAB			Vessel #:					
LAB										
Date		Sample 1	Sample 2	Sample 3	Sample 4	Sample 5	Sample 6	Sample 7		
Time										
Step										
Initial										
ANALYSIS										
Description	Question #	Range	Target	Sample 1	Sample 2	Sample 3	Sample 4	Sample 5	Sample 6	Sample 7
Viscosity	QC04	2-10	6							
% Solids	QC05	4-12	7							
Color	QC50	-								
DENSITY	QC51	8.5-9	8.7							
% Moisture	QC07	2-6	4							
ADDITIONS										
Addition #	Sample#	Question #	RM Code	Description	Amount to Add	UOM	Batch Size	Lot #	Comments	Added
CHECK LIST										
Lab Results in Spec		Sample 1	Sample 2	Sample 3	Sample 4	Sample 5	Sample 6	Sample 7		
Work Recorded in X3										
Finals Completed										
Results in Spec Book										
Retained, labeled, and Filed										
INSTRUCTIONS										
*****PRODUCTION SPECIFICATIONS*****										
Take samples at top and bottom of the tank										



Page 2 of 2

Repack Batch Ticket

The repack batch ticket is used when bulk product is packaged, assuming that production and packaging are not performed on the same work order. This report is a shorter version of the batch ticket in that it excludes routing and QC information. For hazardous materials, the repack batch ticket has the option of including safety and handling information.

PACK TICKET

Batch Number: WONA0230110 **Formula Key:** PAINT_WHITE-REV-001
Printed: 2/4/2019 2:16:01PM **BOM Code:** 41
Responsibility: David Padgett **Schd Start:** 12/5/2018
Allocation Status: Complete/Shortage **Schd Complete:** 12/10/2018
PPE Codes: D- Face Shield, Gloves, Apron

Personal Protection Equipment:



Irritant

Weight: 50000.00 LB	Volume: 50000.00	Density: 1.4157
Operator: _____	Packed By: _____	Checked By: _____
Tank ID: _____	Scale ID: _____	Pump ID: _____

FINISHED GOODS INFORMATION

Product/Lot	Description	Fill level	Stk Unit	Release Qty	Unit	Actual Qty
FG500-5	Paint-Low VOC Acrylic Gloss 5G	50.00	LB	1,000.00	P05	_____

INGREDIENTS

Ingredient	Description/Notes	Weight	Volume	Req Qty	Unit	Lot No
FG500-BULK	Paint-Low VOC Acrylic Gloss	50,000.00 LB	50,000.00 GL	50,000.00	LB	_____
PK_500-5	5 Gallon Pail	1,000.00 KG	1,000.00 M3	1,000.00	UN	_____
PK_500-5-LABEL	Label - 5 Gallon Pail	1,000.00 KG	1,000.00 M3	1,000.00	UN	_____

WO GHS-Compliant Product Label

Standard Sage X3 provides the ability to print product labels for a work order. These labels can be pre-printed with the work order documents and these labels can be used during production. These labels are generally used for business-to-business sales and in conjunction with a product label.

Procession provides a GHS-compliant product label that can be used as is, or as a template for creating new labels in Crystal Reports.

*In order to use this GHS-Compliant product label, the **Procession** Regulatory Control module must be installed.*

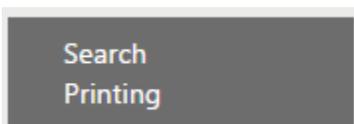
The **Procession** GHS-Compliant Product label can be printed from the Work Order's right menu (Report>Labels).

	Y/N	Movement type	Entry	Product	STK quantity	St.	Quantity	U.	Nu.	Label format	Destination	Server
1	Yes	Work order receipt	WONA0230110	FG500-5	50000.000	LB	1000.00	POS	1	XJB1LBLCONTAINR	PREVISQ	x3v12:1890
2												

Enter the following information

- Number of Labels – enter the number of labels to print
- Label Format – enter or select “XJB1LBLCONTAINR or XJB1LBLENT_V2”. (Tip: If you enter “XJB1L” and tab, the X3 will fill in the rest of the label name)
- Destination – enter or select the print destination.

To print the labels, click on the Printing button



The following GHS requirements are included on the label:

- Supplier address
- Product Name
- GHS Pictograms
- Hazard statements
- Precautionary statements

Additional information includes:

- HMIS Bar Chart
- Lot Number
- Net weight per unit

XJB1LBLCONTAINR Label

Provenio Technology, LLC.
 102 Mary Alice Park Road Suite 803 Cumming, GA 30040 US (678) 487-6774

FG500-BULK - Template

DANGER



Hazard Statements
 H335 May cause respiratory irritation
 H336 May cause drowsiness or dizziness
 H351 Suspected of causing cancer
 H372 Causes damage to organs through prolonged or repeated exposure

General First Aid:
 IF exposed or concerned: Get medical advice/attention.

Handling:
 General Hygiene Considerations : When using do not eat, drink or smoke. Wash contaminated clothing before reuse. Avoid contact with skin, eyes or clothing.

Storage:
 Keep/store only in original container. Store in accordance with local regulations. Keep unauthorized personnel away. Containers that have been opened must be carefully resealed and kept upright to prevent leakage. Keep container tightly closed in a dry and well-ventilated place. Protect from sunlight. Store in a well-ventilated place.

Precautionary Statements

Disposal
 P501 Dispose of contents/container to.

Prevention
 P202 Do not handle until all safety precautions have been read and understood.
 P260 Do not breathe dust/fume/gas/mist/vapours/spray.
 P261 Avoid breathing dust/fume/gas/mist/vapours/spray.
 P264 Wash skin thoroughly after handling.
 P270 Do not eat, drink or smoke when using this product.
 P271 Use only outdoors or in a well-ventilated area.
 P280 Wear protective gloves/protective clothing/eye protection/face protection.

Response
 P201 Obtain special instructions before use.
 P304+P340 IF INHALED: Remove victim to fresh air and Keep at rest in a position comfortable for breathing.
 P308+P313 IF exposed or concerned: Get medical advice/attention.
 P312 Call a POISON CENTER or doctor/physician if you feel unwell.
 P314 Get medical advice/attention if you feel unwell.

Storage
 P403+P233 Store in a well-ventilated place. Keep container tightly closed.
 P405 Store locked up.

HEALTH	1
FLAMMABILITY	2
PHYSICAL HAZARD	1
PERSONAL PROTECTION	G

Date of Manufacture
January 31, 2019



Lot #:
Net WT: 1.00 LB

Hazardous Components

Chemical Name	CAS #	Concentration % by Weight
Titanium dioxide	13463-67-7	=21.94
Classification: Aquatic Chronic 4 Carc. 2 Eye Irrit. 2B STOT RE 1		



FG500-BULK

FOR INDUSTRIAL USE ONLY

Since methods and conditions of use are beyond our control, all merchandise is sold and received subject to the condition that our liability for any defect in quality or for lack of fitness for the use made thereof, is limited to the purchase price if written claim is made within 90 days from the date of shipment.
 80500031 XJB1LBLCONTAINRPT

Appendix 2 – System Parameters

The following is a list of new **Procession** parameters that may be changed as desired. Parameter values can be set by navigating to **Setup → General Parameters → Parameter Values**

All > Setup > General parameters

Parameter values

Chapter
XJB
Procession by Provenio

Legislation

Company

Site

Group
XJB
Procession by Provenio

: Q

	Parameter	Description	Value
1	XJBOLSHNM	Use proper ship for non-hazard	Yes
2	XJBDTYH2O	H2O Density Basis	8.3485
3	XJBDTYTYP	Product DTY Value Type	S. Gravity
4	XJBDTYUNT	Density Units	lbs/gal
5	XJBITMUPD	Update Product from SDS?	Yes
6	XJBITMWTP	Item Weight Type	GROSS
7	XJBNUTRUNT	Display Potency	Per mg
8	XJBPROPSH	Proper Shipping Mass Update	Product
9	XJBQCSPECS	QC Results-Tech Sheet to use	Ask
10	XJBRDCLCNW	R&D Calculate Equations Cntrl	ONDEMAND
11	XJBREVDIG	Formula Revision Digits	3
12	XJBREVPRE	Formula Revision Prefix	-REV-
13	XJBSEQNUM	Sequence number	Yes
14			

Below are the parameters that are used in this module:

- **XJBDTYH2O** – H2O Density Basis –The density of water is used in unit of measure conversions on the formula and bill of lading. The default value used is **8.3485 lbs/gallon**, but can be changed to any value, including metric. However, if changed, the density units defined in XJBDTYUNT must match.
- **XJBDTYTYP** – On the standard Sage X3 Product Unit of Measure tab is a field labeled “density” which is often used for specific gravity. If the stock unit is metric, density and specific gravity are usually interchangeable. However, for companies using non-metric stock units, they must declare whether they wish to use this field for specific gravity or density. This selection impacts the unit of measure conversion for the formulas and bill of lading.
- **XJBDTYUNT** – Density Units – This parameter is used to declare which unit the Density is calculated in. This parameter is used on the formula screen. The default for this parameter is **lbs/gal**. The other option is kg/m3.

- **XJBITMWTYP** – On the Product Unit of Measure tab is a field called “Item Weight”. This field is the weight of a product’s stock unit. However, some companies will store the “Net Weight” of a product in this field and others will store the “Gross Weight”. The net weight is the gross weight minus the packaging and is often used by companies that stock in a weight unit of measure. The gross weight includes the packaging and is often used by companies that sell their product by “eaches”. The XJBITMWTYP parameter allows the distinction to be defined and is required in order to accurately calculate the gross weight for a bill of lading. The options for this parameter are “GROSS” and “NET”.

The screenshot shows a software interface with two input fields. The first field is labeled "Weight unit" and contains the text "LB". Above and below this field, the word "Pound" is written in a light blue font. To the right of the "Weight unit" field are three small icons: a magnifying glass, a document with a checkmark, and a document with a plus sign. The second field is labeled "Item weight" and contains the text "1.000".

- **XJBREVDIG** – Number of digits used for formula revisions. This parameter is used by the Component Mass Replace utility in order to automatically create formula revision numbers. When a new revision of the formula is created, the revision number will be automatically assigned and stored in the last digits of the formula ID. If this parameter is set to 5 digits and a revision is created for “FORMULA-A”, then the formula id for the revision may be “FORMULA-A-00001”, depending upon how the formula revision prefix (XJBREFPRE) is defined.
- **XJBREVPRE** –Character(s) that indicate the beginning of the formulas revision number. For example, if the value of this parameter is “-”, then any value after the dash is considered the revision number. Other examples are “V-”, “-REV-”, “-R”, “REVISION”, etc. These examples may appear as:
 - FORMULA-V-00001
 - FORMULA-REV-00001
 - FORMULA-R00001
 - FORMULAREVISION00001
- **XJBRDCLCNW** – Controls whether the formula equations are calculated immediately or if the calculations only occur when the user specifies. The options are:
 - **IMMEDIATE** – This should be used if equations should be calculated immediately whenever a change occurs to the formula. For optimal system performance, it is recommend to only use this option if formulas typically have fewer than 30 equations.

ONDEMAND– This option should be used to allow the user to control when the equations are calculated. When this option is selected, equations are calculated when a formula is saved or when the user clicks the “Calculate” button.

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