

Colleague Letter of Understanding (CLOU)

Colleague Name:	XXXXXXXXXX	Colleague Location:	Liberty
Colleague Functional Area(s):	Other - Pumice Recovery/Front End Colleague	Current Year:	2011

My Personal Commercial Mission:

To supply juice and tomatoes to our customers specifications at a low cost in an environmentally safe manner.

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My Ongoing Responsibilities, Process Activities, Improvement Steppingstones and Target Results

Responsibility					
Activities	Level of Authority	Improvement Steppingstones	Perfect Result	Target Result	Reporting Date
		Source Document Location	Source	Actual Results	Actual Date

01-Tomato Prep R&M

01-Repair and maintain Tomato Prep equipment	Decide & Act				
		R&M expense as a percentage of total Capital Investment.	0%	3.06	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excell		2011
		R&M expense per year.	\$0	\$500,000	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excell		2011
02-Record daily activities and hourly record set points for process control during season	Decide & Act				

01-Tomato Prep Total Capital Investment

01-total Capital investment	Decide & Recommend				
		Total Capital Investment in Tomato Preperation System.		\$10,000,000	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excell		2011

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02-Tom Prep Production and Equipment Operation

01-Train finisher operators, MOT sorters and unloaders	Decide & Act				
		01-Train on SOP/Descriptions	100% trained		Seasonal
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\15) SEASONAL TRAINING\FinisherTower Operator Training.doc	Excel File		
		02-Tomato Prep Seasonal Labor Hours per plant operating hours	zero		Seasonal
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File		
02-Receive tomatoes at unloading station	Decide & Act				
		01-Seasonal Colleagues Properly trained on SOP for Unloading	100% Trained		Seasonal
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\15) SEASONAL TRAINING\Unloading Operator Training.doc	Excel File		
		Net Tomato Tons Recieved	2,577	2,577	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File		2011
03-Unload tomatoes	Decide & Act				
		01-Train Seasonal Colleagues in Unloading SOP	100% Trained		Seasonal
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\15) SEASONAL TRAINING\Unloading Operator Training.doc	Excel File		
		Max Ton / Hour Unloaded	657	657	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File		2011
04-Size tomatoes for paste and whole peel operations	Decide & Act				
		01-			
05-Sort for MOT	Decide & Act				
		01-SOP for Seasonal Positions			
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\15) SEASONAL TRAINING\Paste Sorter SOP English Training.doc			

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		Wet Waste as a % of net Tomato weight	0%	1.55%	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File		2011
06-Chop tomatoes	Decide & Act				
07-Hot Break chopped tomatoes	Decide & Act				
		Maximum pounds Tomato pulp prepared per hour. Cold Break	1.55%		2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File		2011
		Maximum pounds tomato pulp prepared per hour. Hot Break	1.55%		2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File		2011
08-Finish tomatoes	Decide & Act				
		02-Finisher efficiency	100%	85%	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File		2011
09-Discharge tomato pomace	Decide & Act				
		01-Pomace weight as a percentage of net tomato weight	0%	1.02%	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File		2011
03-Peel Prep R&M					
01-Repair and maintain Peel Prep equipment	Act & Recommend				
		01-R&M expense as a percentage of total capital investment (Peel Prep)	0%	1.55%	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excel File		2011
		02-R&M expense per year. (Peel Prep)	\$0	411,000	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excel File		2011

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03-Peel Prep R&M`

02-Record daily activities and hourly record set points for process control during season	Decide & Act		
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04-Peel Prep Production & Equipment Operation

01-Train seasonal Whole Peel sorters	Decide & Act		
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01-Train Seasonal Colleagues with SOPs	100% Trained		Seasonal
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\15) SEASONAL TRAINING\Dice Sorter SOP English Training.doc	Excel File		
02-Peel Prep Seasonal Labor Hours/Plant Operation Hours		2452	Seasonal
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File		2011

02-Train and schedule seasonal flow coordinators and caustic recovery colleagues	Act		
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Train and schedule seasonal flow coordinators and caustic recovery colleagues	100% Trained		seasonal
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\15) SEASONAL TRAINING\Training Procedures for New Hires and Returnees.doc			

03-Color sort sized fruit	Decide & Act		
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04-Peel sized, sorted fruit	Decide & Act		
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01Average gallons per minute dice produced		300	2011
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excel File		2011
02-Total cases of peeled product produced (incl. blended)		4,000,000	2011
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excel File		2011
03-Lbs. of W.P. / Seasonal Labor Hour		1,750,000	2011
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excel File		2011

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03-Total tons of tomatoes peeled (est.=avg tph bulk dice hrs)			300,000	2011
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excel File			2011
04-Average inches of peel per pound industrial dice	3-5 Inches		3-5 Inches	2011
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excel File			2011
11-Caustic peelers average TPH			400	2011
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excel File			2011
17-Wet waste weight as a percentage of net tomato weight			1.55%	2011
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	excel File			2011

05-Optimize peeler efficiencies	Decide & Recommend			
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01-Total lbs of Caustic 50% used/ton of whole peel	0		4000	2011
S:\Front End Asilomar 09-10\Asilomar 2010 LibertyTomato Prep\Steppingstones\2010 stepping stones(2-11-2010 Rev. 7).xls	Excel File			2011
02-Total lbs of Citric Acid 50%used/ton of whole peel	0		3000	2011
S:\Front End Asilomar 09-10\Asilomar 2010 LibertyTomato Prep\Steppingstones\2010 stepping stones(2-11-2010 Rev. 7).xls	Excel File			2011
03-Total pounds of Sulfuric Acid 93% per ton whole peel	0	0		2011
S:\Front End Asilomar 09-10\Asilomar 2010 LibertyTomato Prep\Steppingstones\2010 stepping stones(2-11-2010 Rev. 7).xls	Excel File	00.00		2011
04-Total pounds of Hydrochloric Acid 25% Per Ton Whole Peel	0		4000	2011
S:\Front End Asilomar 09-10\Asilomar 2010 LibertyTomato Prep\Steppingstones\2010 stepping stones(2-11-2010 Rev. 7).xls	Excel File			2011

06-Sort whole peel tomatoes for defects & MOT	Decide & Act			
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07-Caustic recovery maintenance	Decide & Act			
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Lbs.W.P. Produced/Caustic (Lbs.) Used			2000	2011
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls				2011

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Caustic Cost per WP lb			2011
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls			2011
Total caustic used			
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls			2011

08-Lyco Red maintenance	Decide & Act		
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LycoRed (Good Output) Lbs/Hr			500 2011
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls			2011
LycoRed seasonal Labor Hours / Hours Operated			
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls			2011
Marketable LycoRed Lbs(Less Hold, Reman, Destroyed)			
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls			2011
Total LycoRed Lbs			
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls			2011

09-Pomace & Seed Recovery maintenance	Decide & Act		
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01-Dow time of system			100%

09-Pomace & Seed Recovery maintenance			Decide & Act
01-Dow time of system			
			100%

05-Capital Improvements

01-Search for ways to improve tomato processes and implementing capital projects	Decide & Act		
01-CLFP Food Processor			every 3 years 2011
02-World Ag Expo			Annual 2011

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		03-Central Valley Plant Engineering Show	Annual	2011
		04-Visit Vendors, Equipment Manufacturers, Other Processing Plants	Annual	2011
02-Propose and define potential capital projects	Decide & Recommend			
		01-Total capital investments in dice system	\$20,000,000	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File	2011
		02-Annual capital investment in (peel prep) systems	1,000,000	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File	2011
		03-Total capital investment in tomato preparation systems		2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File	2011
		04-Total capital investment per unit of pulp preparation capacity	20000	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File	2011
		05-Total capital investment per pound of water evaporation capacity	30000	2011
		S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls	Excel File	2011
03-Test and certify completed projects as ready for operation	Decide & Act			
		01-Capital Project Worksheet	Estimate on Approved Worksheet	
		W:\Liberty Asilomar 2007\11) CAPITAL PROJECTS \Capital Project Worksheet.xls	Excel File	
06-Safety & Health				
02-Assist and oversee outside contractors for the chlorine and foam sanitizer systems or other contractors	Decide & Act			

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03-The safe and proper unloading of chemical to our bulk tanks	Decide & Act	
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04-Enforcing safety violations or unacceptable colleague behavior	Decide & Act	
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01Tomato Prep OSHA Recordable Injuries	0% Injuries/First Aids	0	2010 Season
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls		0	

05-Enforcing good manufacturing practices and leading an example	Decide & Act	
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01-Peel prep OSHA Recordable Injuries	0% Injuries/First Aid	0	2010 Season
S:\Front End Master\Front end 2010-2011\Asilomar 2011 Liberty Prep\Steppingstones\2010 stepping stones (1-19-2011 Rev.10).xls		4	

08-Production

01-A commitment to plant cleanliness	Decide & Act	
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02-To assist other areas if possible	Decide & Act	
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02-To assist other areas if possible	Decide & Act	
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Special Projects

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Resources, Work Schedule, & CLOU Colleagues	
Resource Requirements:	Quality Tomatoes. Water, Plant Air, Electricity, Steam and High Pressure Water. Seasonal personnel and customer CLOU's from other Depts. tools.
My Work Schedule Commitment:	40 to45 Hours per week off season 50 to 60 Hours per week during season.
My Confirmed CLOU Colleagues	
Emilio XXXXXXXXXX	
Mike E. XXXXXXXXXX	
Pat D. XXXXXXXXXX	
Vincent T. XXXXXXXXXX	

I do agree to all of my additional commitments.

Personal Development Goals		
Short Term Goals/Plans to Achieve		
Understand the process of the seedrecovery better. To improve the seed recovery and try to have less down time.		
Long Term Goals/Plans to Achieve		
To understnad the hole process of the front end and how it runs		
Educational Goals		
Degree/Training	Institution	Status
Description	Comments	Completion Date