

TEEMYEAH Lettuce Line Trial Protocol

A buyer-ready worksheet for defining product conditions, configuring washing and dewatering, and recording pack-readiness acceptance observations. Complete one record per lettuce SKU or product family.

Decision output: a documented process route, equipment configuration basis, trial settings, measurement method, cleaning-access check, and next-step action for the project team.

1. Project and product definition

Field	Project entry
Project / facility	_____
Country / market	_____
Trial date / lot code	_____
Buyer team / supplier team	_____
Product family	☐ Iceberg ☐ Romaine ☐ Leaf lettuce ☐ Mixed salad ☐ Other: _____
Incoming state	☐ Whole head ☐ Detached leaves ☐ Cut leaves ☐ Mixed components
Final product	Cut size / leaf form: _____ Pack format: _____
RTE / RTC route	☐ Ready-to-eat (RTE) ☐ Ready-to-cook (RTC) Downstream step: _____

2. Incoming product record

Check	Method / unit	Recorded observation
Temperature	Calibrated probe, °C / °F	_____
Head / leaf size range	Length, width or weight range	_____
Cut size and edge condition	Nominal specification + photo	_____
Soil / field debris load	Low / medium / high + notes	_____
Defects and damaged leaves	Count or agreed sample percentage	_____
Representative sample quantity	kg / lb and number of containers	_____

3. Intended process route

Sequence	Selected route / equipment note	Project note
Preparation	Trim / core / cut / inspect	_____
Wash stage 1	Initial soil and debris removal	_____
Wash stage 2	Defined wash / treatment purpose	_____
Rinse / transfer	Fresh-water rinse, drain and gentle transfer	_____
Dewatering	Drain, buffer, batch or continuous centrifuge	_____
Pack handoff	Inspection, weighing, metal detection, packing	_____

4. Washing and water-circuit configuration

Record settings by stage. The buyer's food-safety plan defines the approved water treatment, monitoring frequency, corrective actions and release decision.

Item	Stage 1	Stage 2	Final rinse / transfer
Stage purpose	_____	_____	_____
Product load / feed rate	_____	_____	_____
Water-flow / agitation setting	_____	_____	_____
Residence / travel time	_____	_____	_____
Water temperature	_____	_____	_____
Debris removal / filter condition	_____	_____	_____
Make-up / refresh condition	_____	_____	_____
Treatment target and measured value	_____	_____	_____
Observation / action	_____	_____	_____

5. Transfer and dewatering configuration

Field	Recorded setting / observation
Drain and buffer before centrifuge	_____ _____
Dewatering equipment / program	_____ _____
Load per cycle or continuous feed basis	_____ _____
Speed / time / program reference	_____ _____
Discharge and transfer condition	_____ _____
Queue / WIP between wash, dewater and pack	_____ _____

6. Pack-readiness measurement method

Inspection item	Agreed method and sampling point	Result / pass criterion
Surface moisture	Define drain time, sample mass, measurement method and timing after dewatering.	_____ _____
Leaf damage / cut-edge condition	Use paired before/after photos from the same lot and an agreed sample count.	_____ _____
Foreign material / debris	Inspect agreed sample quantity at defined line locations.	_____ _____
Pack interface	Confirm product flow, weighing, seal area and product temperature at handoff.	_____ _____

7. Cleaning and changeover access check

Check each item with belts, filters, baskets and guards in the agreed service position. Record tools, people and elapsed time from production stop to verified ready state.

Access item	Yes / No	Observation / action needed
Product-contact belts removable as specified	☐ Yes ☐ No	_____
Filters and debris screens accessible	☐ Yes ☐ No	_____
Tanks, drains and low points visible and reachable	☐ Yes ☐ No	_____
Quick connections and spray/rinse points identified	☐ Yes ☐ No	_____
Centrifuge basket / drum and discharge access checked	☐ Yes ☐ No	_____
Sensors / probes have a defined cleaning step	☐ Yes ☐ No	_____
Reassembly and pre-start inspection completed	☐ Yes ☐ No	_____
Elapsed cleaning / changeover time	_____ min	_____

8. Photo and sample record

Record	Required capture	File / sample ID
A	Incoming head / leaf and cut edge with scale	_____
B	Product after final wash / rinse	_____
C	Product after dewatering at measurement time	_____
D	Rejected or damaged examples	_____
E	Equipment access during cleaning check	_____

9. Trial decision and next action

Decision	Record
Route decision	☐ Accept route ☐ Revise stage purpose ☐ Repeat selected condition
Configuration changes	_____ _____
Open buyer inputs	_____ _____
Supplier action and due date	_____ _____
Buyer approval / date	_____

Project handoff

Send the completed protocol with product photos, cut specification, target output by SKU, production window, available utilities, drainage details, layout dimensions and packing interface. TEEMYEAH can use these inputs to prepare a preliminary line configuration and define the next verification step.