



# DECODING PHARMA

QUALITY ASSURANCE DEPARTMENT

## STANDARD OPERATING PROCEDURE

<b>Department:</b> Quality Assurance	<b>SOP No.:</b>
<b>Title:</b> Usage of Purified Water	<b>Effective Date:</b>
<b>Supersedes:</b> Nil	<b>Review Date:</b>
<b>Issue Date:</b>	<b>Page No.:</b>

### OBJECTIVE

To lay down a procedure to describe the steps to be followed for using Purified water.

### SCOPE

This SOP is applicable for usage of Purified water.

### RESPONSIBILITY

Concerned staff

### ACCOUNTABILITY

Department Head

### REFERENCES

In-House

### ATTACHMENTS

Nil

### PROCEDURE

- 1.0 For usage of Purified water, open the valve of user point at maximum flow and allow the water to run for about one minute before taking it for use.
- 2.0 In the locations where hosepipes are connected to user point, use water from the end of hosepipe and allow the water to run for about one minute before taking it for usage.
- 3.0 Connect the hosepipe before usage and disconnect after operation.
- 4.0 Use separate hosepipes for process water and purified water.
- 5.0 Drain the hosepipe and dry after the usage.
- 6.0 Close the both ends with Aluminum foil and preserve until next use.



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### 7.0 ABBREVIATION

SOP : Standard Operating Procedure

QA : Quality Assurance

CC No. Change Control number