



STANDARD OPERATING PROCEDURE

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|---|------------------------|
| Department: Quality Control | SOP No.: |
| Title: Entry and Exit into Sampling Booth Area | Effective Date: |
| Supersedes: Nil | Review Date: |
| Issue Date: | Page No.: |

1.0 OBJECTIVE:

To lay down a procedure for Entry & Exit into Sampling Booth area.

2.0 SCOPE:

This SOP is applicable for entry & exit into all Sampling Booth area.

3.0 RESPONSIBILITY:

Officer, Executive – Quality Control

Head – Quality Control

4.0 PROCEDURE:

4.1 Entry Procedure into Sampling booth area:

4.1.1 Ensure the pressure differential on the magnahelic gauge is correct.

4.1.2 Enter into the personnel air lock area.

4.1.3 Open the cupboard & take clean secondary gown.

4.1.4 Wear respective headgear and secondary gown over the primary gown provided.

For sampling booth area Grey coloured secondary gown shall be provided for workman and staff man.

4.1.5 Wear booties while crossing over the cross over bench, then disinfected hands by 70% v/v IPA solution and wear hand gloves.

4.1.6 Enter into the Sampling booth area.

4.1.7 Always use Hand gloves while performing sampling.

4.2 Exit Procedure from Sampling booth area:

4.2.1 Before exit from sampling booth area discard the hand gloves in the Wastebin.

4.2.2 Remove booties and cross the crossover bench and then remove headgear and secondary gown and put into used gown cupboard.

4.2.3 Exit from personnel air lock area.



PHARMA DEVILS
QUALITY CONTROL DEPARTMENT

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5.0 ANNEXURE (S):

Nil

6.0 REFERENCE (S):

SOP: Preparation, approval, distribution, control, revision and destruction of Standard Operating Procedure (SOP).

7.0 ABBREVIATION (S)/DEFINITION (S):

IPA- Isopropyl alcohol

REVISION CARD

| S.No. | REVISION No. | REVISION DATE | DETAILS OF REVISION | REASON (S) FOR REVISION | REFERENCE CHANGE CONTROL No |
|-------|--------------|---------------|---------------------|-------------------------|-----------------------------|
| 1. | 00 | --- | --- | New SOP | --- |