



PHARMA DEVILS
QUALITY CONTROL DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Quality Control	SOP No.:
Title: Preparation of Reagent Solution and Indicators	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

1.0 OBJECTIVE:

To lay down a procedure for preparation of reagent solutions and Indicators.

2.0 SCOPE:

This SOP is applicable to preparation of reagents solution and Indicators in Quality Control Department.

3.0 RESPONSIBILITY:

Executive, Officer – Quality Control Department

Head – Quality Control Department

4.0 DEFINITION(S):

NA

5.0 PROCEDURE:

5.1 Prepare reagent solutions and indicators as per pharmacopoeia.

5.2 Use purified water for preparation of reagent solution and indicators.

5.3 Use AR grade or LR grade reagent for preparation of reagent solution or indicators.

5.4 Record the detail of preparation as per Annexure-I.

5.5 Allocate batch number for each reagent solution in the following manner

5.6 RS-XXXX/YY

Where as

RS - Reagent solution

- Dash

XXXX Serial number

/ - Slash

YY - Last two digit of current year



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- 5.7 All reagents solutions shall be labeled as per Annexure-II
- 5.8 Use before date of reagent solution and indicator is 3 month from the date of preparation, unless otherwise indicated in the procedure.
- 5.9 Reagent solutions must be stored in colorless/amber color glass stoppered bottles as per requirement.
- 5.10 Discard the solution immediately if any contamination, discoloration, sedimentation observed in the solution.

6.0 ABBREVIATION(S):

- QCD – Quality Control Department
- SOP – Standard Operating Procedure
- AR - Analytical reagent
- LR - Laboratory reagent

7.0 REFERENCE(S):

NA

8.0 ANNEXURE(S):

- Annexure I: Preparation of Reagent solution & Indicator Record.
- Annexure II: Label of reagent solution/Indicator.

9.0 REVISION CARD:

S.No.	REVISION No.	REVISION DATE	DETAILS OF REVISION	REASON (S) FOR REVISION



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ANNEXURE I

Reagent Solution and Indicator label

Reagent solution /Indicator	
Name of solution	
Batch No.	
Date of preparation	
Prepared By	
Use before	