



Title: Preventive Maintenance of Autocooater 1200

SOP No.:		Revision No.:	00
Effective Date:		Supersedes No.	Nil
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1.0 OBJECTIVE

1.1 To describe a procedure for the preventive maintenance of Auto coater 1200.

2.0 SCOPE

2.1 This procedure applies to the Engineering department.

3.0 RESPONSIBILITY

3.1 Engineering

4.0 ACCOUNTABILITY

4.1 Plant Head

5.0 REFERENCE (S)

5.1 In-house.

6.0 PROCEDURE

6.1 Procedure for mechanical work:

6.1.1 Switch off the power supply of the machine and put "under maintenance" label.

6.1.2 Check oil level in reduction gearbox of main drive & peristaltic pump and top up to the mark by using servo 90 oil if level is found less than half.

6.1.3 Check lubrication of main motor bearing and grease them by using grease gun.

6.1.4 Lubricate the motor of inlet & exhaust blower and check for the wear and tear of V belt and pulley, if required replace.

6.1.5 Check the steam coil section for any physical damage and clogging.

6.1.6 Clean and replace the water of the scrubber tank and flush it with clean water.

6.1.7 Clean and lubricate chain & sprockets.

6.1.8 Check for the free movement of exhaust and inlet dampers, if required replace.

6.1.9 Clean the filters of the AHU by taking them to the filter cleaning station as per prescribed SOP.

6.2 Procedure for electrical work:

6.2.1 Check for the motor the electrical connections.

6.2.2 Clean the panel using compressed air.

6.3 Procedure for trial run:

6.3.1 Switch on the power supply.

6.3.2 Switch on the compressed air supply.

6.3.3 Do the settings in the panel as per the operation SOP.

6.3.4 Check & record the observations as per Annexure.

6.4 Procedure for handover of the machines.

6.4.1 Remove under maintenance label & affix preventive maintenance status tag and inform the concerned department.

6.6 Frequency of preventive maintenance is monthly.

7.0 HISTORY



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7.1 Details are given below.

SOP No.	REASON FOR CHANGE	EFFECTIVE DATE

8.0 ABBREVIATIONS: The abbreviations used in the SOP are as follows:

- 8.1 SOP - Standard Operating Procedure
- 8.2 No. - Number
- 8.3 NA - Not Applicable
- 8.4 QA - Quality Assurance



PHARMA DEVILS

ENGINEERING DEPARTMENT

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ANNEXURE-I

PREVENTIVE MAINTENANCE CHECK LIST FOR AUTOCOATER 1200

Equipment ID No. _____

Date: _____

S.No.	Particulars	Done/Not Done	Remarks
1	Cleaning of bed & entire machine.		
2	Check for the smooth functioning of the machine.		
3	Cleaning of complete machine.		
4	Oiling the moving parts.		
5	Check hepa filter.		
6	Checking of all fasteners.		
7	Checking of all electrical connections.		
8	Greasing of gearbox of geared motor.		
9	Check air pressure for 6-7 kg/sq.cm.		
10	Check steam leakages.		
11	Cleaning of scrubber.		

Done by
(Sign & date)

Checked by
(Sign & date)