



Title: Procedure for Cleaning of Air Handling Units

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

1.1 To describe a procedure for cleaning of air handling units.

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 Before cleaning the AHU, inform the concerned department.
- 6.2 Switch off the machine and put under maintenance label.
- 6.3 First of all clean the complete AHU from the top.
- 6.4 Open the doors of AHU.
- 6.5 Remove the prefilters & clean them by taking them into the filter-cleaning booth as per SOP.
- 6.6 Clean the area by using compressed air.
- 6.7 Clean the coil section & blower section.
- 6.8 Once again check above parameter visually & close all the doors of the AHU.
- 6.9 Clean & record the observations in the Annexure 1.
- 6.10 Remove under maintenance label & affix "Preventive maintenance tag" and inform the concern department.
- 6.11 Frequency of cleaning AHU is monthly

7.0 HISTORY

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 QA - Quality Assurance
- 8.4 AHU - Air Handling Unit



PHARMA DEVILS

ENGINEERING DEPARTMENT

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Annexure -1

S.No.	AHU no	No of filters	Cleaned on	Next due on	Done by	Checked by	Remarks