



PHARMA DEVILS

PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Production (External Preparation)	SOP No.:
Title: Cleaning of Conveyor Belt	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

1.0 OBJECTIVE:

To lay down a Procedure for Cleaning of Conveyor Belt.

2.0 SCOPE:

This SOP is applicable for Stainless Cleaning of Conveyor Belt in Production Area.

3.0 RESPONSIBILITY:

Production Officer/Executive

4.0 ACCOUNTABILITY:

Head Production

5.0 ABBREVIATIONS:

IPA Iso Propyl Alcohol
No. Number
SOP Standard Operating Procedure

6.0 PROCEDURE:

6.1 Put the status on status board as under cleaning.

6.2 Check visually for Remnant of Previous Batch, remove if found any on or in conveyor belt and from the line.

6.3 Also check below the Conveyor Belt.

6.4 Clean the conveyor belt with dry mop.

6.5 Use 70% IPA to clean Stains, if require.

6.6 Clean the waste bin of the area.

6.7 Write the "Cleaned" status on the Status Board.

6.8 Record the cleaning details in Equipment Log and area Cleaning Record.

7.0 ANNEXURES:

Not Applicable.

8.0 DISTRIBUTION:

- Controlled Copy No. 01 Quality Assurance
- Controlled Copy No. 02 Production
- Master Copy Quality Assurance



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9.0 REFERENCES:

Not Applicable.

10.0 REVISION HISTORY:

CHANGE HISTORY LOG

Revision No.	Change control No.	Details of Changes	Reason for Change	Effective Date	Updated By