



PHARMA DEVILS

WAREHOUSE DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Warehouse	SOP No.:
Title: De-dusting of Raw and Packing Materials	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

1.0 OBJECTIVE:

To lay down a Procedure for Dedusting of Raw and Packing Materials.

2.0 SCOPE:

This SOP is applicable for Dedusting of Raw and Packing Materials in Warehouse.

3.0 RESPONSIBILITY:

Officer / Executive Warehouse

4.0 ACCOUNTABILITY:

Head Warehouse

5.0 ABBREVIATIONS:

HDPE High Density Polyethylene
QA Quality Assurance
SOP Standard Operating Procedure
WH Warehouse

6.0 PROCEDURE:

6.1 De- dusting of raw material bags/containers shall be done in de-dusting conveyor tunnel while following SOP "Operation and Cleaning of De-Dusting Conveyor Tunnel.

6.2 IN CASE OF FAILURE OF DE-DUSTING CONVEYOR TUNNEL:

6.3 Cleaning of Bags:

6.3.1 De -dust the bags using vacuum cleaner or by mopping with clean cloth.

6.4 Cleaning of HDPE/Fiber/MS drums:

6.4.1 Clean the drums by mopping with clean cloth.

6.5 De - dusting of packing materials :

6.5.1 De - dusting of packing materials shall be done with vacuum cleaner.

6.5.2 Mop the external surface with clean cloth.

7.0 ANNEXURES:

Not Applicable

ENCLOSURES: SOP Training Record



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8.0 DISTRIBUTION:

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

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