



# PHARMA DEVILS

WAREHOUSE DEPARTMENT

## STANDARD OPERATING PROCEDURE

<b>Department:</b> Warehouse	<b>SOP No.:</b>
<b>Title:</b> Operation and Cleaning of Barrel Pump	<b>Effective Date:</b>
<b>Supersedes:</b> Nil	<b>Review Date:</b>
<b>Issue Date:</b>	<b>Page No.:</b>

### 1.0 OBJECTIVE:

To lay down a Procedure for operation and cleaning of barrel pump.

### 2.0 SCOPE:

This SOP is applicable for operation and cleaning of barrel pump in Warehouse.

### 3.0 RESPONSIBILITY:

Officer / Executive-Warehouse

### 4.0 ACCOUNTABILITY:

Head Warehouse

### 5.0 ABBREVIATIONS:

RLAF            Reverse Laminar Air Flow  
SOP            Standard Operating Procedure  
SS              Stainless Steel  
WH              Warehouse

### 6.0 PROCEDURE:

#### 6.1 OPERATION AND CLEANING:

- 6.1.1 Cleaned labeled barrel pump shall used for dispense of liquid raw material.
- 6.1.2 Place the SS container on the balance under RLAF and place the barrel pump in liquid raw material container and dispensing shall be done.
- 6.1.3 Tare the SS container weight and ensure Zero reading display on weighing balance.
- 6.1.4 Air pressure for Dispensing the liquid material shall be set between 2 kg/cm<sup>2</sup> – 4 kg/cm<sup>2</sup>.
- 6.1.5 Dispensing the required quantity of liquid material as mentioned in the respective material issue slip/batch record.
- 6.1.6 Make the entry of dispensed material in respective batch record.
- 6.1.7 The barrel pump shall be labeled to be cleaned and transfer to washing area after dispensing.
- 6.1.8 The barrel pump washed with hot purified water.
- 6.1.9 Then dry the barrel pump with filtered & dry compressed air or hot air Gun.
- 6.1.10 Mop the barrel pump with 70% IPA solution.



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**6.1.11** Wrap the barrel pump in clean double polythene bags and ensured the proper closing of both ends.

**6.1.12** Affix the status label as 'CLEANED'.

**6.1.13** The barrel pump operation and cleaning ANNEXURE-I attached.

### 6.2 FREQUENCY FOR CLEANING;

**6.2.1** After every single material used.

### 6.3 VALIDITY:

**6.3.1** Dirty barrel pump shall be valid up to NMT 24 hours.

**6.3.2** Cleaned barrel pump shall be valid up to NMT 120 hours.

**6.3.3** If clean validity shall be beyond due valid the time period than re-clean the barrel pump before used for liquid material dispensing.

### 7.0 ANNEXURES:

ANNEXURE No.	TITLE OF ANNEXURE	FORMAT No.
Annexure-I	Operation and Cleaning of Barrel Pump	

**ENCLOSURES:** SOP Training Record.

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

