



STANDARD OPERATING PROCEDURE

Department: Warehouse	SOP No.:
Title: Operation and Cleaning of Stacking Filter Regulator	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

1.0 OBJECTIVE:

To lay down a procedure for operation and cleaning of stacking filter regulator.

2.0 SCOPE:

This SOP is applicable for operation and cleaning of stacking filter regulator.

3.0 RESPONSIBILITY:

Officer / Executive Head-Warehouse

4.0 ACCOUNTABILITY:

Head-Warehouse

5.0 ABBREVIATIONS:

Ltd. Limited
No. Number
QA Quality Assurance
SFR Stacking filter regulator
SOP Standard Operating Procedure

6.0 PROCEDURE:

6.1 OPERATION & CLEANING:

6.1.1 For cleaning of SFR open the glass jacketed cover with anticlockwise direction and remove filter assembly for cleaning expose the filter to compressed air supply for cleaning.

6.1.2 Clean the moisture content.

6.1.3 Remove the assembly.

6.1.4 Remove the pin and insert a new pin (if required).

6.1.5 Reinstall the assembly.

6.1.6 SFR shall be connect with compressed air before uses check the compressed air pressure shall be between 2 kg/cm² to 4kg/cm².

6.2 FREQUENCY:

6.2.1 After complete batch dispensing of liquid material.

6.2.2 Once in a week (If no dispensing activity).



PHARMA DEVILS

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6.3 REPLACEMENT:

Filter shall be replaced one in a year or earlier if any physical observation found.

7.0 ANNEXURES:

ANNEXURE No.	TITLE OF ANNEXURE	FORMAT No.
Annexure-I	Operation and cleaning of SFR	

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

