



# PHARMA DEVILS

PRODUCTION DEPARTMENT

## STANDARD OPERATING PROCEDURE

**Title:** Cleaning and Sanitization of Slippers Used In Grade-C Area

<b>SOP No.:</b>		<b>Department:</b>	Production
		<b>Effective Date:</b>	
<b>Revision No.:</b>	00	<b>Revision Date:</b>	
<b>Supersede Revision No.:</b>	Nil	<b>Page No.:</b>	1 of 3

**1.0 OBJECTIVE:**

To lay down the procedure for cleaning & sanitization of slippers used in grade - C area.

**2.0 SCOPE:**

This SOP is applicable to cleaning & sanitization of slippers used in grade- C at Production Dept.

**3.0 RESPONSIBILITY:**

Officer / Executive Production

**4.0 ACCOUNTABILITY:**

Head Production

**5.0 ABBREVIATIONS:**

IPA	Isopropyl Alcohol
Ltd.	Limited
Pvt.	Private
QA	Quality Assurance
SLS	Sodium Lauryl Sulphate
SOP	Standard Operating procedure
SS	Stainless Steel
UV	Ultra Violet
WFI	Water For Injection

**6.0 PROCEDURE:**

**6.1** At the end of shift or activity, collect slippers of Grade- C Area in to SS container and transfer it in to Garment Washing Room.

**6.2** Clean the slipper with purified water.

**6.3** Clean the slipper with 0.1 % SLS and flush them with Purified Water.

**6.4** Now dip the 3 slipper in to the SS Container filled with 70% IPA for 30 min for sanitization.

**6.5** After completion of sanitization of slippers, put them in to Grade- C Area Change Room.

**6.6** Record the slipper cleaning details in “**Record for Cleaning and Sanitization of Slippers Used in Grade-C Area**” as per Format shown in **Annexure-I**.

**6.7 FREQUENCY:**

Daily



# PHARMA DEVILS

PRODUCTION DEPARTMENT

## STANDARD OPERATING PROCEDURE

**Title:** Cleaning and Sanitization of Slippers Used In Grade-C Area

<b>SOP No.:</b>		<b>Department:</b>	Production
		<b>Effective Date:</b>	
<b>Revision No.:</b>	00	<b>Revision Date:</b>	
<b>Supersede Revision No.:</b>	Nil	<b>Page No.:</b>	2 of 3

### 7.0 ANNEXURES:

ANNEXURE No.	TITLE OF ANNEXURE	FORMAT No.
Annexure-I	Record For Cleaning And Sanitization Of Slippers Used In Grade-C Area	

**ENCLOSURES:** SOP Training Record

### 8.0 DISTRIBUTION:

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

