



**Title:** Operation & Cleaning of Filter Cleaning Machine

<b>SOP No.:</b>		<b>Revision No.:</b>	00
<b>Effective Date:</b>		<b>Supersedes No.</b>	Nil
<b>Review Date:</b>		<b>Page No.</b>	1 of 4

**1.0 OBJECTIVE:**

To lay down a procedure of Operation & Cleaning of filter cleaning machine.

**2.0 SCOPE:**

This SOP is applicable for Operation of filter cleaning machine.

**3.0 RESPONSIBILITY:**

Officer / Executive – Engineering

**4.0 ACCOUNTABILITY:**

Head – Engineering

**5.0 ABBREVIATIONS:**

°C	Degree Celsius
AHU	Air Handling Unit
ER	Engineering
HVAC	Heating Ventilation and Air Conditioning
Kg/cm <sup>2</sup>	Kilogram per centimeter square
MCCB	Molded case circuit breaker
Ltd.	Limited
Pvt.	Private
SOP	Standard operating Procedure
IPA	Isopropyl alcohol

**6.0 PROCEDURE:**

**6.1 GENERAL PRECAUTIONS :**

**6.1.1 Pre checks before operation of filter cleaning machine:**

**6.1.1.1** Ensure that the main panel supply is switched on.

**6.1.1.2** Ensure that soft water line ball valve is open.

**6.1.1.3** Ensure all blowers & motors must be on.

**6.2 OPERATION OF FILTER CLEANING MACHINE:**

**6.2.1** Put the dirty filters on conveyor belt.

**6.2.2** Switch on the main MCB of Automatic filter cleaning booth from main panel.

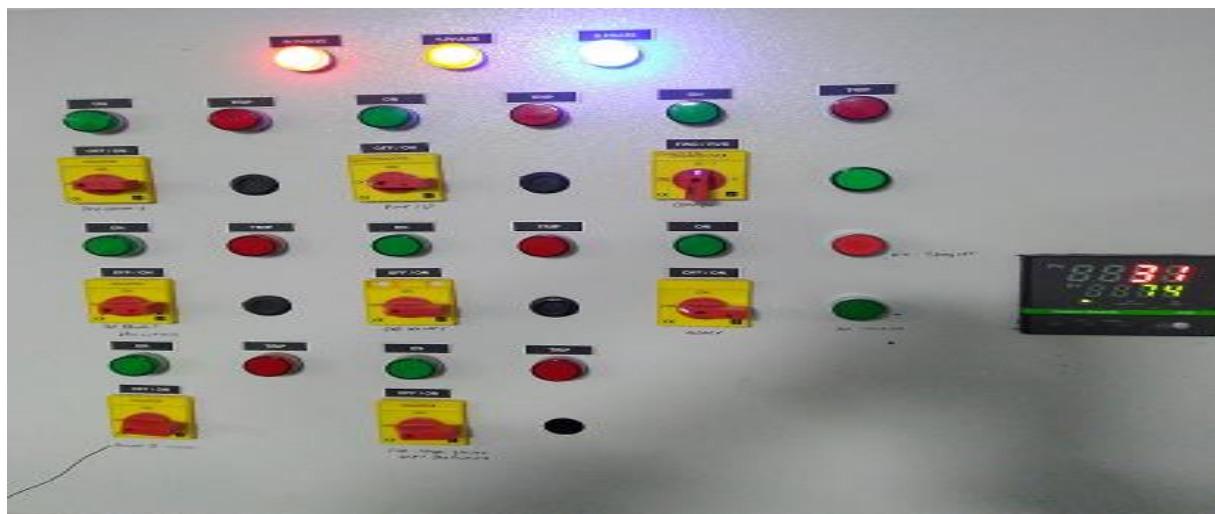


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**6.2.3** Switch on the individual machine component green lamp will glow and indicates that machine is in on condition in case any motor of machine get trip yellow lamp will glow as below sequence & switches mention panel in fig-1.

Conveyor > De-dusting blower > Water spray pump > Air spray blower



**Fig-1**

**6.2.4** Filter must be passing through various stages of filter cleaning machine.

**6.2.5** There are 3 steps of cleaning & drying of filters the sequences as below.

- a) De-dusting
- b) Soft Water spray
- c) Air spray

**6.2.6** Collect the clean filters from the other end of filter cleaning machine. .

**6.3 CLEANING OF FILTER CLEANING MACHINE:**

**6.3.1** Operate the machine for 30 seconds without loading the filter.

**6.3.2** Open the doors of machine and rub the inner surface of the machine by using scotch brite or brush.

**6.3.3** Clean the inner surface of machine by flushing the water and dry with clean cloth.

**6.3.4** Finally mop the machine with 70 % v/v IPA solution.

**6.3.5** Clean the outer surface and surrounding area of machine dry clean cloth.



# PHARMA DEVILS

ENGINEERING DEPARTMENT

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## 7.0 ANNEURES:

ANNEXURE No.	TITLE OF ANNEXURE	FORMAT No.
Annexure-I	Log for filter cleaning machine	

**ENCLOSURES:** SOP Training Record.

## 8.0 DISTRIBUTION:

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

## 9.0 REFERENCES:

Manufacturer Instructions.

## 10.0 REVISION HISTORY:

### CHANGE HISTORY LOG

Revision No.	Change Control No.	Details of Changes	Reason for Change	Effective Date	Updated By
00					

