



PHARMA DEVILS

PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Title: Preparation and Consumption of 2.5% Sodium Hypochlorite Solution

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

1.0 OBJECTIVE:

To lay down a procedure for Preparation and Consumption of 2.5% Sodium Hypochlorite Solution.

2.0 SCOPE:

This SOP is applicable for Preparation and Consumption of 2.5% Sodium Hypochlorite Solution in production.

3.0 RESPONSIBILITY:

Officer / Executive Production

4.0 ACCOUNTABILITY:

Head Production

5.0 ABBREVIATIONS:

BMR	Batch Manufacturing Record
Ltd.	Limited
ml	Milliliters
No.	Number
Pvt.	Private
QA	Quality Assurance
SOP	Standard Operating Procedure

6.0 PROCEDURE:

- 6.1 Take 5 liter Purified water in a SS container and then add 250 ml of 100% Sodium hypochlorite solution in it.
- 6.2 Stir the solution for 2 minute and then make up the volume with purified water of solution up to 10 liter.
- 6.3 Stir again the solution for 5 minute.
- 6.4 As per requirement the quantity of solution can be increase within the same ratio.
- 6.5 Record the data in annexure-I Titled "Preparation & Consumption Record of 2.5% Sodium Hypochlorite Solution".
- 6.6 Sodium Hypochlorite solution should be used within 24 hours after preparation.
- 6.7 Discard the remaining / unused solution in the drain of equipment wash area of unit preparation area and record the same in annexure-I Titled "Preparation & Consumption Record of 2.5 % Sodium Hypochlorite Solution".

7.0 ANNEXURE:

ANNEXURE No.	TITLE OF ANNEXURE	FORMAT No.
Annexure-I	Preparation & Consumption Record of 2.5 % Sodium Hypochlorite Solution	

ENCLOSURE: SOP Training Record



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8.0 DISTRIBUTION:

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

9.0 REFERENCE:

In House

10.0 REVISION HISTORY: CHANGE HISTORY LOG

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

