



STANDARD OPERATING PROCEDURE

Department: Microbiology	SOP No.:
Title: Procedure for Preparation of Disinfectant and Cleaning of Microbiology Laboratory	Effective Date:
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1.0 OBJECTIVE:

To lay down the procedure for preparation of disinfectant and cleaning of Microbiology Laboratory.

2.0 SCOPE:

This SOP is applicable to the preparation of disinfectant and cleaning of Microbiology laboratory.

3.0 RESPONSIBILITY:

QC – Microbiologist.
Head – Quality Control

4.0 PROCEDURE:

4.1 Safety precautions:

- 4.1.1 Use proper safety apparel such as gowns, rubber hand gloves and safety goggles during preparation and use.
- 4.1.2 Always add a disinfectant to the water while diluting.

4.2 Disinfectant solutions:

2.0 % Lysol
1.0% Protosan DS
2.5% Dettol.
2.5% Savlon.
70% Isopropyl Alcohol (For disinfecting the hands and cleaning of LAF)
Prepare quantities of disinfectant solutions sufficient for one day cleaning.

4.3 Procedure for preparation of disinfectant solution:

- A. **2.0% V/V Lysol (For 1 Liter)**
- B. Take 500 ml of Purified water add 20 ml of Lysol, make-up volume to 1000 ml. Mix well and use within a day.



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1.0% V/V Protosan DS

Take 500 ml of Purified water add 10 ml of Protosan DS, make-up volume to 1000 ml. Mix well and use within a day.

C. 2.5% V/V Dettol (For 1 Liter)

Take 500 ml of Purified water, add 25 ml of Dettol, make-up the volume to 1000 ml. Mix well and use within a day.

D. 2.5% V/V Savlon (For 1 Liter)

Take 500 ml of Purified water add 25 ml of Savlon, make-up the volume to 1000 ml. Mix well & use within a day.

E. 70% V/V IPA (For 1 Liter)

Take 300 ml of Purified water add 700 ml of IPA & make-up to 1000 ml. Mix well & to be filtered through 0.22 μ sterile membrane filter.

4.4 General instructions:

4.4.1 Perform the cleaning operation in the following order.

1. Microbiology Testing Area and Change Rooms
2. Hot area and incubation area
3. Media Preparation Area

4.4.2 All disinfectant solutions shall be prepared freshly.

4.4.3 Use sterile non-shedding dusters for cleaning of Microbiology Testing area and its change rooms and its change rooms.

4.4.4 Rotate the disinfectant solution weekly.

4.4.5 Record the preparation of disinfectant as per Annexure –I.

4.5 Daily cleaning procedure:

4.5.1 i) For Microbiology testing area, Media preparation area and change rooms at the end of the day's work (record in annexure-II).

ii) For hot and incubation area after the media destruction cycle and at the end of the day's work (record in annexure-III).

4.5.2 Clean the floor using a nylon brush / non-shedding duster.



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4.5.3 Mop the area in uni-direction.

4.5.4 Subsequently mop the floor using a non-shedding wiping mops dipped in the disinfectant.

4.5.5 After mopping clean the non-shedding wiping mops in Purified water. Then again dip in the scheduled disinfectant.

4.6 Weekly cleaning procedure:

Frequency: Once in a Week.

4.6.1 Clean the areas in the following order with non-shedding duster.

1. Ceiling and fixtures
2. Walls

4.6.2 Subsequently, mop the area as in the order given above using a non-shedding mop dipped in any one of the disinfectant solutions.

4.6.3 Maintain records of weekly cleaning in Cleaning record of Microbiology department (Refer Annexure–II).

Week	1st week	2nd week	3rd week	4th week
Disinfectant & cone. → ↓				
Lysol	√			
Protosan DS		√		
Dettol			√	
Savlon				√

5.0 ANNEXURE (S):

Annexure –I: Disinfectant solution preparation record.

Annexure –II: Cleaning Record of Microbiology department.

Annexure –III: Disinfectants Consumption record

6.0 REFERENCE (S):

SOP: Preparation, approval, distribution control, revision and destruction of Standard Operating Procedure (SOP).



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7.0 ABBREVIATION (S) / DEFINITION (S):

IPA: Iso-Propyl Alcohol

Conc.: concentration

REVISION CARD

S. No.	REVISION No.	REVISION DATE	DETAILS OF REVISION	REASON (S) FOR REVISION	REFERANCE CHANGE CONTROL No.
1	00	-----	-----	New SOP	----

