



STANDARD OPERATING PROCEDURE

Department: Microbiology	SOP No.:
Title: Procedure for Swab Sampling for Microbiological Analysis	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

1.0 OBJECTIVE:

To provide a procedure for swab sample for Microbiological Analysis.

2.0 SCOPE:

This SOP is applicable for procedure of swab sampling for Microbiological analysis.

3.0 RESPONSIBILITY:

QC – Microbiologist
Head – Quality Control

4.0 PROCEDURE:

4.1 For Swab Sampling:

- 4.1.1 Prepare the 0.9% Normal saline in the test tube and sterilize the test tube as per SOP.
- 4.1.2 Collect the Sterile swab and Transfer the swab in test tube Containing 10 ml of Normal saline solution.
- 4.1.3 Note: Do not touch the swab with hand. Use Sterile hand gloves, nose masks during swab sampling.

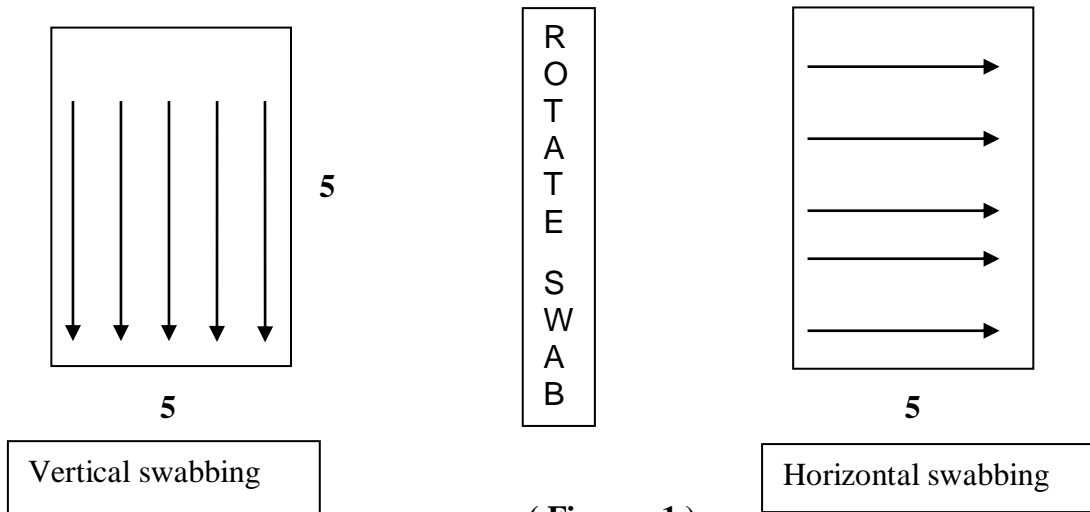
4.2 Procedure of swab sampling

- 4.2.1 Immediately after wetting the swab, swab the specific surface. The surface area to be swabbed is 5 x 5 cm. Swab sample will be taken after the final rinse from equipment surface, which are hard to clean.
- 4.2.2 Do the swabbing in a “ painting “ motion across the surface first applying the swab in vertical direction and 90° to horizontal position as shown below in figure.1



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(Figure –1)

4.2.3 After taking sample, place the swab in the respective tube and mark it properly with Date of Sampling, Sampled by and Sampling location.

4.2.4 Bring the Swab to Microbiology Laboratory and carryout the microbiological analysis.

5.0 ANNEXURE (S):

Nil

6.0 REFERENCE (S):

SOP: Procedure for Sterilization of Media.

SOP: Preparation, Approval, Distribution control, revision and Destruction of Standard operating Procedure (SOP).

7.0 ABBREVIATION (S) / DEFINITION (S):

Nil

REVISION CARD

S.No.	REVISION No.	REVISION DATE	DETAILS OF REVISION	REASON (S) FOR REVISION	REFERENCE CHANGE CONTROL No.
01	00	---	---	New SOP	---