



PHARMA DEVILS

MICROBIOLOGY DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Microbiology

SOP No.:

Title: Entry, Exit and Gowning Procedure for MLT Area

Effective Date:

Supersedes: Nil

Review Date:

Issue Date:

Page No.:

1.0 OBJECTIVE:

To lay down a procedure for Entry, Exit and Gowning Procedure for MLT Area.

2.0 SCOPE:

This SOP is applicable for Entry, Exit and Gowning Procedure for Sterility Area in Microbiology Lab of Quality Control Department.

3.0 RESPONSIBILITY:

Officer / Executive - Microbiologist

4.0 ACCOUNTABILITY:

Head – QC

5.0 PROCEDURE:

5.1 ENTRY AND GOWNING PROCEDURE:

5.1.1 Record the entry details as per **Annexure-I**, Titled “**Entry / Exit Record for MLT Area**”.

5.1.2 For entry in first air lock and enter the password.

5.1.3 If password is valid door lock will open, enter inside the first air lock by pushing the door with elbow.

5.1.4 Remove sleepers, rings, garments etc. (except under garments) and keep them in double door dress cabinet provided for the same.

5.1.5 For entry in second air lock, press “DR” button to release the door.

5.1.6 Open the door using elbow and enter inside the second air lock.

5.1.7 Sanitize your hands with scheduled disinfectant solution that provided in the second air lock.

5.1.8 Take one set of sterile gloves from sterile garment storage cabinet kept in second air lock, and wear in both hand.

5.1.9 Take one set of sterile garments from dynamic garment storage cabinet.

5.1.10 Put on first sterile head gear, boiler suit and booties without touching floor respectively.

5.1.11 Tucks the lower portion of head gears inside the boiler suit.

5.1.12 After complete gowning Look into the mirror and check the complete gowning.

5.1.13 For entry in third air lock, press “DR” button to release the door.



PHARMA DEVILS

MICROBIOLOGY DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Microbiology

SOP No.:

Title: Entry, Exit and Gowning Procedure for MLT Area

Effective Date:

Supersedes: Nil

Review Date:

Issue Date:

Page No.:

9.0 ABBREVIATIONS:

SOP	Standard Operating Procedure
IPA	Isopropyl Alcohol
QA	Quality Assurance
No.	Number
Ltd.	Limited
LCD	Liquid Crystal Display
MLT	Microbial limit test
IPR	Intellectual Property Rights

10.0 REVISION HISTORY:

CHANGE HISTORY LOG

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

