



PHARMA DEVILS

MICROBIOLOGY DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Microbiology

SOP No.:

Title: Handling of Sterile Area Garments

Effective Date:

Supersedes: Nil

Review Date:

Issue Date:

Page No.:

1.0 OBJECTIVE:

To lay down a Procedure for Handling of Sterile Area Garments.

2.0 SCOPE:

This SOP is applicable for Handling of Sterile Area Garments in Microbiology Lab of Quality Control Department.

3.0 RESPONSIBILITY:

Officer / Executive - Microbiologist

4.0 ACCOUNTABILITY:

Head – QC

5.0 PROCEDURE:

5.1 HANDLING OF USED GARMENTS:

5.1.1 At the end of the shift collect the linen bin of used Garments from Air Lock-V and send to washing area.

5.1.2 Wash the linen bin, dry it and wipe the linen bin with 70% IPA before returning it inside the Air Lock-V.

5.1.3 Wash & dry all the used garments at Washing Area using Washing Machine kept for the same at specified place in side the Washing Area.

5.2 HANDLING OF WASHED & DRIED GARMENTS:

5.2.1 Place all the washed & dried garments on cleaned SS table under LAF.

5.2.2 First fold Head Gear, Booties and Boiler Suit individually from inner side to outer side so that inner portion is exposed rather than outer portion.

5.2.3 Fold Head Gear from bottom, Boiler suit from sleeves and bottom and booties from upper side.

5.2.4 Place Head Gear and pair of Booties with Boiler Suit and fold it.

5.2.5 Insert folded garments in Dacron Bag provided for the purpose or wrap in butter paper.

5.2.6 Place such ten or twelve sets of garments in each surgical box.

5.2.7 Place all the SS surgical box inside the double door autoclave by opening it's door from non sterile side.



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9.0 ABBREVIATIONS:

IPA	Isopropyl Alcohol
Ltd.	Limited
LAF	Laminar Air Flow
No.	Number
QA	Quality Assurance
SOP	Standard Operating Procedure
SS	Stainless Steel
UV	Ultra Violet

10.0 REVISION HISTORY:

CHANGE HISTORY LOG

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



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ANNEXURE – I GARMENT CLEANING & STERILIZATION RECORD

Date	Cleaning Period		No. of *Garment Set Cleaned	Done By Sign & Date	Reviewed By Sign & Date	Sterilization Period		No. of *Garment Set Sterilized	No. of Sterilized	Done By Sign & Date	Reviewed By Sign & Date
	From	To				From	To				

(* Garment Set Contains Boiler Suit, Head Gear and Booties)