



PHARMA DEVILS

PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Title: Operation and Cleaning of Dynamic Sterile Garment Storage Cabinet

SOP No.:		Department:	Production
		Effective Date:	
Revision No.:	00	Revision Date:	
Supersede Revision No.:	Nil	Page No.:	1 of 6

1.0 OBJECTIVE:

To lay down a procedure for Operation and Cleaning of Dynamic Sterile Garment Storage Cabinet.

2.0 SCOPE:

This SOP is applicable for Operation and Cleaning of Dynamic Sterile Garment Storage Cabinet (Make: **Klean air**) provided in Production area.

3.0 RESPONSIBILITY:

Officer / Executive Production

4.0 ACCOUNTABILITY:

Head Production

5.0 ABBREVIATIONS:

DSGC	Dynamic Sterile Garment Storage Cabinet
ID No.	Identification Number
IPA	Isopropyl Alcohol
Ltd.	Limited
No.	Number
Pvt.	Private
QA	Quality Assurance
SOP	Standard Operating Procedure
UV	Ultra Violet

6.0 PROCEDURE:

6.1 OPERATION:

- 6.1.1 Clean inner sides of cabinet using disinfectant solution scheduled for the day and dry it with lint free cloth.
- 6.1.2 Switch "ON" the Main Switch.
- 6.1.3 Switch "ON" the UV Light and blower 15 minutes before starting work.
- 6.1.4 Observe the reading on Magnehelic Gauge and ensure that it is between 10 to 15 mm of water.
- 6.1.5 If any abnormal sound is observed from the Unit, the Unit must be checked for its wear and tear.
- 6.1.6 Place all the sterile set of garments inside the Sterile Garment Storage Cabinet.
- 6.1.7 Close the door and ensure that even after closing the door, laminar flow is continuously running inside the garment storage cabinet. Now switch ON the UV light of the DSGC. Maintain the UV burning record in the Annexure-II.



STANDARD OPERATING PROCEDURE

Title: Operation and Cleaning of Dynamic Sterile Garment Storage Cabinet

SOP No.:		Department:	Production
		Effective Date:	
Revision No.:	00	Revision Date:	
Supersede Revision No.:	Nil	Page No.:	2 of 6

6.1.8 While taking out the sterile dress from the DSGC first of all switch OFF the UV light, then, Open the door and take out set of sterile dress and wear it following respective SOP.

6.1.9 UV Light Change Frequency: As per Certificate provided by manufacturer.

6.2 Filter Cleaning :

6.2.1 Switch off the mains power supply of DSGC.

6.2.2 Open the filter housing to remove pre filters from garment cabinet.

6.2.3 Remove Pre-Filter along with Grill and put them into polybag.

6.2.4 Transfer the pre filter to the service floor, for the cleaning and drying purpose.

6.2.5 Remove prefilters & grill from polybag.

6.2.6 Keep the pre filter at filter cleaning equipment such that suction side of filter is towards the bottom.

6.2.7 Clean pre filter by using the following sequence i.e. Air from top, purified water from top, purified water from bottom and air from bottom side to clean and dry the filter.

6.2.8 Check the filter for clean condition.

6.2.9 Check the filter for any deformation, wear and tear. If the filter condition is not satisfactory then replace it with new filter available in filter storage area with same size and configuration.

6.2.10 Wash the Filter Grill with Purified Water.

6.2.11 Wash the Grill and Pre-Filter with 0.2 % Non-Ionic Soap Solution.

6.2.12 Wash the Grill and Pre-Filter with Purified Water for three times.

6.2.13 Dry the washed Pre-Filter with Compressed Air.

6.2.14 Clean the Housing of Pre-Filter and Grill with clean and wet lint free Cloth.

6.2.15 Assemble the dried filter with Grill and fix it in the Housing.

6.2.16 Check the Pressure Differential and record the observed Pressure Differential with help of the Display Needle of Magnehelic Gauge.

6.2.17 Record the burning hour of UV light in "UV Light Burning Hour Record".

6.2.18 FREQUENCY: Pre Filter & Grills shall be cleaned monthly (once in month)/ In case of media fill.



PHARMA DEVILS

PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Title: Operation and Cleaning of Dynamic Sterile Garment Storage Cabinet

SOP No.:		Department:	Production
		Effective Date:	
Revision No.:	00	Revision Date:	
Supersede Revision No.:	Nil	Page No.:	3 of 6

6.3 CLEANING OF DYNAMIC STERILE GARMENT STORAGE CABINET:

- 6.3.1 Switch “OFF” the supply of Laminar Air Flow inside the Sterile Garment Storage Cabinet.
- 6.3.2 Switch “OFF” the UV light & electric supply.
- 6.3.3 Remove any kind of Material, Garments, gloves etc. and clean the inner surface with lint free cloth or sponge.
- 6.3.4 Spray 70% IPA at the inner surface of Garment Cabinet and inner surface of the door and wipe it with dry sponge.
- 6.3.5 Close the door of Garment Storage Cabinet and mop it’s out side surface with 70% IPA
- 6.3.6 Switch “ON” the Electric Supply for Supply of Laminar Air Flow inside the Dynamic Sterile Garment Storage Cabinet and switch “ON” the UV Light 15 minutes before keeping the garments inside the Cabinet.
- 6.3.7 Record the UV Burning hour in **Annexure-I “UV burning hour’s record for Dynamic Sterile Garment Storage Cabinet”**.
- 6.3.8 Record the cleaning details in **Annexure-II “Operation & Cleaning Record of Dynamic Sterile Garment Storage Cabinet”** as per format shown in Annexure-II.

7.0 ANNEXURES:

ANNEXURE No.	TITTLE OF ANNEXURE	FORMAT No.
Annexure-I	UV burning hour’s record for Dynamic Sterile Garment Storage Cabinet	
Annexure-II	Operation & Cleaning Record of Dynamic Sterile Garment Storage Cabinet	

ENCLOSURES: SOP Training Record.

8.0 DISTRIBUTION:

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

9.0 REFERENCES:

Not Applicable



PHARMA DEVILS

PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Title: Operation and Cleaning of Dynamic Sterile Garment Storage Cabinet

SOP No.:		Department:	Production	
		Effective Date:		
Revision No.:	00	Revision Date:		
Supersede Revision No.:	Nil	Page No.:	4 of 6	

10.0 REVISION HISTORY:

CHANGE HISTORY LOG

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

