STANDARD OPERATING PROCEDURE	
Department: Microbiology	**SOP No.:**
Title: Operation of Dynamic Garment Cubicle	**Effective Date:**
Supersedes: Nil	**Review Date:**
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1.0   OBJECTIVE

1.1   To lay down the procedure for operation of dynamic garment cubicle.

2.0   SCOPE

2.1   This procedure is applicable for Microbiology Laboratory.

3.0   RESPONSIBILITY

3.1   Microbiologist is responsible for operation of dynamic garment cubicle.

4.0   ACCOUNTABILITY

4.1   Head Microbiology

5.0   EHS CONSIDERATIONS

5.1   NA

6.0   PROCEDURE

6.1   Garment cubicle is used to store sterile garments, gloves after sterilization to protect against any microbial contamination.

6.2   Press the SS button on the main control panel to start the HEPA module.

6.3   Magnehelic gauge will show reading between 5-15 mm of water column.

6.4   Place the sterilized garments, face mask and sterilized gloves in the shelves of garment cubicle.

6.5   Close the door of garment cubicle.

6.6   Press another SS button on the main control panel to start UV light.

6.7   Whenever material has to be taken out, press the SS button on the main control panel to switch off UV light.

6.8   Take the material and close the door.

6.9   Press UV button on the main control panel to start UV light again.

6.10   Keep the doors in closed condition always.

	PHARMA DEVILS	
	MICROBIOLOGY DEPARTMENT	

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6.11 Change the UV light after 6000 hour usage which can be monitored from the UV meter on the control panel.

6.12 Clean the pre-filters once in 30 days.

7.0   DEFINITIONS AND ABBREVIATIONS

7.1   HEPA -   High Efficiency Particulate Air

7.2   UV   -   Ultra violet

7.3   SS   -   Stainless Steel

8.0   REFERENCE

8.1   NA

9.0   ANNEXURES

9.1   NA

10.0   DISTRIBUTION DETAILS

10.1   Controlled copy of this SOP shall be distributed to Quality Assurance and Microbiology.

11.0   REVISION HISTORY

Supersedes SOP No.	Change Control No.	Reason for revision