



**PHARMA DEVILS**

**SOP FOR CLEANING AND OPERATION OF LABEL COUNTING MACHINE**

**SOP No.:**

**1.0 OBJECTIVE:**

To lay down procedure for cleaning and operation of label counting Machine.

**2.0 SCOPE:**

This procedure applied in Packing Material stores.

Equipment no.	
Make	
Location	

**3.0 RESPONSIBILITY:**

Store Executive is responsible for implementing the implementation of the SOP of opening and closing

**4.0 PROCEDURE:**

**4.1 Procedure for Cleaning:**

4.1.1 Switch “off” the Label counting machine.

4.1.2 Mop the label counting machine outside by using a dry fiber free cloth and in case of excessive dirty or any stain, mop the machine by wet cloth of 70% IPA solution.

**4.2 Procedure for Operation:**

4.2.1 Switch “On” the main Supply

4.2.2 Switch “On” the label counting Machine

4.2.3 The winding speed will gradually add by diameter of label roll of winding side. In normally, the counting time of label roll should be 3 minute in 60 channel speed.

4.2.4 The machine will automatically change in low speed operate condition to confirm safety and accurately.

**4.3 Installation the Label Roll**

4.3.1 Set label tape thread rollers through following label route diagrams and notice below item.

4.3.2 Before setting label tape thread rolls through, you should have an entry bobbin in right side for winding label tape.

4.3.3 Bobbin block pressing the spring and put block to end of screw Axle. Un-pressing the spring to make block to lock with screw Axle, and clockwise rotate block to make hold bobbin.

4.3.4 After you switch the mains switch. The label sensor already start the counting function, which make you can count fore label and set label tape at the same time. When label tape through label sensor, system will count the passed labels. So you should not shake or backward label until label end stick on empty bobbin. Or system will repeat count labels.

4.3.5 Take an adhesive tape to stick the end label of label tape on empty.



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**5.0 SAFETY AND PRECAUTIONS:**

- 5.1 The machine should not be installed in location over 40.C or in potentially explosive areas.
- 5.2 Technical adjustment are only to be done by a technical engineer form AXUS or an AXUS representative.
- 5.3 Install the machine on a flat and vibration free floor/ foundation. The machine has to be mounted on a level surface.
- 5.4 This machine must be properly grounded.
- 5.5 Use caution while running aggressive products, acid, caustic, etc.
- 5.6 Keep away from moving machine parts while machine is in operation.
- 5.7 Stop the machine immediately in the event of any machine malfunction.
- 5.8 Switch off the machine power while replacing a fuse or electrical component.
- 5.9 Never clean electrical components with water.

**6.0 REVISION HISTORY:**

Revision No.	Reason for revision	Superseded from and date
00	New SOP	

**7.0 DISTRIBUTION:**

Copy No.	Issuance Record				Withdrawal Record		Destruction record	
	Date	Dept. issued	Name / Signature of receiver	Issued By Name / Signature	By	Sign /Date	By	Sign/Date

**8.0 REFERENCES:**

**9.0 ABBREVIATIONS AND ANNEXURES:**

SOP-Standard operating procedure