



# PHARMA DEVILS

MICROBIOLOGY DEPARTMENT

## STANDARD OPERATING PROCEDURE

**Title:** Disposal of Microbiological Waste

<b>SOP No.:</b>		<b>Department:</b>	Microbiology
		<b>Effective Date:</b>	
<b>Revision No.:</b>	00	<b>Revision Date:</b>	
<b>Supersede Revision No.:</b>	Nil	<b>Page No.:</b>	1 of 4

### 1.0 OBJECTIVE

To lay down procedure for disposal of microbiological waste in microbiology laboratory.

### 2.0 SCOPE

This SOP is applicable for disposal of microbiological waste in microbiology laboratory.

### 3.0 RESPONSIBILITY

Prepared by - Executive Microbiology

Checked by - Assistant Manager Microbiology / QC

Approved by - Head QA, QC

### 4.0 PROCEDURE

#### 4.1 Procedure For Solidified Media (Media used in settling plates exposed in the area, Surface monitoring, Samples tested plates, Bioburden samples tested plates and Culture organisms slants)

4.1.1 With the help of a spatula scrap out all the solidified media into a S.S. decontamination box (mice cage).

4.1.2 Add 20 ml of 10% phenol into the mice cage containing the used media before sterilization.

4.1.3 Close the mice cage and place in the autoclave.

4.1.4 The entire media container from which the used media is scraped out is kept in a S.S. container.

4.1.5 Place the S.S. container containing used media container in the autoclave.

4.1.6 Operate the autoclave as per SOP.

4.1.7 Autoclave the S.S. container containing used media container for 30 minutes at 121°C.

4.1.8 After completion of autoclaving dissolve the media in sufficient quantity of water.

4.1.9 Drain off the dissolved media in running water.

4.1.10 After completion of autoclaving drain the contents of the used media container into the sink under running tap water after.

4.1.11 After flushing with water keep the used media container for 1 hour in 1 % teepol solution.

4.1.12 Wash thoroughly and dry the used media containers in oven.

4.1.13 For used pipettes soak the used pipettes overnight in 1 % teepol solution. Wash thoroughly and dry in oven.

#### 4.2 Procedure For Liquefied Media (Sterility Tubes, Positive Control tubes / flasks, product enrichment tubes / flasks)

4.2.1 Place all the test tubes containing used media in the test tube stand.



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- 4.2.2 Place all the test tube stands and conical flasks containing used media in the autoclave.
- 4.2.3 Operate the autoclave as per SOP.
- 4.2.4 Autoclave the test tubes and conical flasks containing used media for 30 minute at 121°C.
- 4.2.5 After completion of autoclaving dissolve the media in proper quantity of water.
- 4.2.6 Drain off the dissolved media in running water.
- 4.2.7 Drain off of used media test tubes and conical flasks into the sink under running tap water.
- 4.2.8 After flushing with water keep the test tubes and conical flasks for 1 hour in 1 % teepol solution.
- 4.2.9 Wash thoroughly and dry the test tubes and conical flasks.
- 4.2.10 Place the used cotton plugs, butter papers, rubber bands and gloves used for disposing into a mice cage and sterilize at 121°C for 30 minutes.
- 4.2.11 After sterilization collect the used cotton plugs, butter paper and rubber bands in a polythene bag and tie the opening with a plastic tie and labeled with disposed items.
- 4.2.12 Record the details of used media disposal as per annexure -I.

### 4.3 Allocation of Load Number

4.3.1 A specific load no. is to be given for each cycle of autoclave for disposal of used media.

4.3.2 **Load no. is to be given as - YY/ZZZZ.**

Where - YY - Two digit of Year.

ZZZZ - Serial Number, which start from 0001.

For example first Load No. will be as - 07/0001

### 5.0 SAFETY & PRECAUTIONS

5.1 Wear protective aprons, disposable hand gloves and nose masks while handling used media that has been sterilized for disposal.

5.2 For the autoclave used for both “fresh media” sterilization and “used media” sterilization: Run an empty autoclave sterilization cycle after the sterilization of “used media”.

### 6.0 REVISION HISTORY

Revision No.	Reason for Revision	Superseded from & date
00	First Issue	-----



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### 7.0 REFERENCES

SOP.

### 8.0 ABBREVIATIONS

SOP : Standard Operating Procedure

mL : Milliliter

% : Percentage

°C : Degree Centigrade

NLT : Not Less Than

S.S : stainless steel

### 9.0 ANNEXURES

**Annexure - I** : Decontamination record of used media

