



PHARMA DEVILS

ENGINEERING DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Engineering

SOP No.:

Title: Preventive Maintenance of Coating Machine

Effective Date:

Supersedes: Nil

Review Date:

Issue Date:

Page No.:

1.0 PURPOSE

1.1 To define a procedure for the Preventive Maintenance of coating machine.

2.0 SCOPE

2.1 This SOP is applicable for the Preventive maintenance of coating machine at

3.0 REFERENCE(S) & ATTACHMENTS

3.1 References

- 3.1.1 SOP No.: CLEANING PROCEDURE OF AHU's, LAF, RLAF, Dynamic Pass Box, Bio-Safety Cabinet, APU Filter and Scrubber.
- 3.1.2 SON No.: "Preventive Maintenance Programme"

3.2 Attachments

- 3.2.1 Attachment-I: Monthly preventive maintenance checklist for coating machine.
- 3.2.2 Attachment-II: Quarterly preventive maintenance checklist for coating machine.
- 3.2.3 Attachment-III: Yearly preventive maintenance checklist for coating machine.

4.0 DEFINITION & ABBREVIATION(S)

4.1 Definitions

4.1.1 Nil

4.2 Abbreviations

- 4.2.1 NA : Not Applicable.
- 4.2.2 ID No. : Identity Number.
- 4.2.3 CC : Change Control.
- 4.2.4 Sl. No. : Serial Number.
- 4.2.5 SOP : Standard Operating Procedure.

5.0 RESPONSIBILITY:



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5.1 Engineering Person:

5.1.1 To follow the procedure defined in the SOP for the preventive maintenance of coating machine.

5.2 Engineering Head:

5.2.1 To ensure that the preventive maintenance of coating machine is done according to the procedure defined in the SOP.

5.3 Quality Assurance Head:

5.3.1 To ensure implementation of the defined procedure.

5.4 Plant Head:

5.4.1 To ensure implementation of the defined procedure.

6.0 Distribution:

- I. Quality Assurance
- II. Engineering

7.0 PROCEDURE:

7.1 Monthly Preventive Maintenance

- 7.1.1 Clean scrubber water and check nozzles.
- 7.1.2 Check damper opening and closing.
- 7.1.3 Check APU filter and steam supply valve and drain trap.
- 7.1.4 Clean and drain pneumatic panel.
- 7.1.5 Clean and tighten all electrical panels.
- 7.1.6 Lubricate PAN drive gear and brush.
- 7.1.7 Clean filters of the APU unit excluding HEPA filter as per SOP titled " -CLEANING PROCEDURE OF AHU's, LAF, RLAF, Dynamic Pass Box, Bio-Safety Cabinet, APU Filter and Scrubber".
- 7.1.8 Record observations as per Attachment-I.

7.2 Quarterly Preventive Maintenance

- 7.2.1 Check CIP system.



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- 7.2.2 Check and clean APU assembly.
- 7.2.3 Lubricate motor bearing and blower bush.
- 7.2.4 Check peristaltic pump roller and silicon tube.
- 7.2.5 Check stirrer in solution tank.
- 7.2.6 Check spray gun assembly.
- 7.2.7 Check electrical connection.
- 7.2.8 Record observations as per Attachment-II.

7.3 Yearly Preventive Maintenance

- 7.3.1 Check spray gun and clean.
- 7.3.2 Check cylinder and lubrication.
- 7.3.3 Lubricate all moving part.
- 7.3.4 Lubricate motor or blower bearing replace it if required.
- 7.3.5 Check and ensure smooth function of solenoid valve.
- 7.3.6 Clean all filter and check wear and tear.
- 7.3.7 Check and lubricate scrubber pump.
- 7.3.8 Check proper air CFM inside coating PAN.
- 7.3.9 Clean smoothly door cylinder assembly.
- 7.3.10 Record observations as per Attachment-III.

Note: Follow SOP No.: titled “Preventive Maintenance Programme” for preparation of preventive maintenance schedule & checklist & to maintain preventive maintenance records.

8.0 REVISION HISTORY

Version No.	00	Effective Date	
Details of revision: New SOP Prepared			



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Attachment-I

Monthly Preventive maintenance check list for Coating Machine

Equipment ID No.: _____

Month/Year: _____ / _____

S.No.	Procedure	Status	Remarks
1	Clean scrubber water and check nozzles.		
2	Check damper opening and closing.		
3	Check APU filter and steam supply valve and drain trap.		
4	Clean and drain pneumatic panel.		
5	Clean and tighten all electrical panels.		
6	Lubricate PAN drive gear and brush.		
7	Clean filters of the APU unit excluding HEPA filter as per SOP titled CLEANING PROCEDURE OF AHU's, LAF, RLAF, Dynamic Pass Box, Bio-Safety Cabinet, APU Filter and Scrubber"		

Comments:

Done By : _____

Checked By : _____

Sign and Date : _____

Sign and Date : _____

(Status \checkmark / X) Put \checkmark if O.K. and X if Not O.K. indicating the reasons in remarks column

Format No



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Attachment-II

Quarterly Preventive maintenance check list for Coating Machine

Equipment ID No.: _____

Month/Year: _____/_____

S.No.	Procedure	Status	Remarks
1	Check CIP system.		
2	Check and clean APU assembly.		
3	Lubricate motor bearing and blower bush.		
4	Check peristaltic pump roller and silicon tube.		
5	Check stirrer in solution tank.		
6	Check spray gun assembly.		
7	Check electrical connection.		

Comments:

Done By :

Checked By :

Sign and Date :

Sign and Date :

(Status \checkmark / X) Put \checkmark if O.K. and X if Not O.K. indicating the reasons in remarks column



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Attachment-III Yearly Preventive maintenance check list for Coating Machine

Equipment ID No.: _____

Month/Year: _____ / _____

S.No.	Procedure	Status	Remarks
1	Check spray gun and clean.		
2	Check cylinder and lubrication.		
3	Lubricate all moving part.		
4	Lubricate motor or blower bearing replace, it if required.		
5	Check and ensure smooth function of solenoid valve.		
6	Clean all filter and check wear and tear.		
7	Check and lubricate scrubber pump.		
8	Check proper air CFM inside coating PAN.		
9	Clean smoothly door cylinder assembly.		

Comments:

Done By :

Checked By :

Sign and Date :

Sign and Date :

(Status \checkmark / X) Put \checkmark if O.K. and X if Not O.K. indicating the reasons in remarks column