



PHARMA DEVILS

PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Production	SOP No.:
Title: Cleaning of Dust Extractor	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

Purpose: To lay down operating procedure for the Cleaning of Dust Extractor

Scope: This procedure is applicable to

Responsibility: Production Chemist
To supervise the activity

Pre-operating Check Check no material or residue of previous product is there.

Frequency: At the completion of batch or at the end of the shift.

Equipment used: Dust extractor

Procedure for product change over:

1. Switch off the dust extractor.
2. Transfer the dust extractor to the washing area.
3. Cover the electrical parts with plastic bag.
4. Open the backsides cover and clean the inside surface.
5. Detach the dust collecting finger bags and wash with potable water then with DM water and air dry the finger bag at proper place.
6. Wash the dust extractor with potable water and finally with DM water.
7. Clean the dust storage device with portable water then with DM water and wipe with dry clean cloth. Clean also fan plates and side plates then fit cleaned dust collector finger bags.
8. Mop the body with clean and wet cloth and allow it to dry.

Procedure for at the end of shift:

1. Remove dust powder collected in storage device and from dust extractor. Clean the surrounding area of dust extractor