| STANDARD OPERATING PROCEDURE |  |  |  |
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| Department: Production | SOP No.: |  |  |
| Title: SOP for Cleaning of Sifter | Effective Date: |  |  |
| Supersedes: Nil | Review Date: |  |  |
| Issue Date: | Page No.: |  |  |

Purpose: To lay down operating procedure for the cleaning of sifter.
Scope: This procedure is applicable to $\qquad$
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: Sifter (GMP models)

## Procedure for product change over:

1. Ensure that the switch is off.
2. Cover the electrical parts with plastic bag.
3. Open the closing arm of the sifter and keep thieve ring in proper place.
4. Clean the s.s sieve and body of sifter first with potable water and then with DM water and finally clean the body and concave surface of sifter with dry and clean cloth.
5. Clean the sieve ring with potable water and then with DM.Water. Dry the sieve with air jet and then put in proper place.

Procedure for same product and at the end of shift:

1. Remove the powder materials from sifter and s.s mesh sieve.

Clean the surrounding area of sifter.

