



PHARMA DEVILS

PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Production	SOP No.:
Title: SOP for Gowning	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

Purpose: To lay down operating procedure for gowning

Scope: This procedure is applicable to

Responsibility: In Charge Housekeeping
To supervise the activity

Frequency: Gowning procedure to be followed while entering and exiting from the manufacturing area.

Procedure of gowning:

1. Ensure that the air curtain is 'on'
2. Stand beneath the air curtain for few seconds so as to remove the dust on the body or cloths by air.
3. Remove the street shoes and wear the factory shoes.
4. Wash the hands and arms up to elbow thoroughly with soap.
5. Dry the arms and hands.
6. Take out the uniform as per product requirement and wear it.
7. Wear the cap in such away that it must cover all the hairs.
8. Open one door at one time while entering to the manufacturing area otherwise the purpose of the air lock will not serve.