



PHARMA DEVILS

QUALITY CONTROL DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Quality Control	SOP No.:
Title: Manual cleaning procedure for glassware.	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

1.0 OBJECTIVE:

To lay down a procedure to clean the glassware manually in order to avoid any contamination during analysis.

2.0 SCOPE:

This SOP shall be applicable to clean the glassware in Quality Control Laboratory.

3.0 RESPONSIBILITY - Execution – Lab Attendant QC

Checking – Executives & Assistant Manager QC

4.0 ACCOUNTABILITY - Manager Quality Control

5.0 PROCEDURE

5.1 Wear goggles and hand gloves before cleaning of glassware

5.2 Drain out the left-over solutions of the glassware into the sink in washing area.

5.3 Clean the glassware such as flasks, beakers, pipettes, burettes, bottles, gooch crucible and silica crucible etc. in the following manner:

5.3.1 First wash the used glassware properly with tap water.

5.3.2 Then scrub the glassware with 0.1% detergent solution. (1 ml Teepol in 1000 ml purified water)

5.3.3 Rinse the glassware properly with tap water.

5.3.4 Again rinse 3 to 4 times with Purified water.

5.3.5 Drain the water from glassware.

5.3.6 Keep in oven, use dried glassware for analysis.

5.4 Cleaning with nitric acid (Wherever necessary).

5.4.1 Transfer Laboratory grade nitric acid in beaker and heat it on burner under fuming hood.

5.4.2 Rinse the glassware with above Hot Nitric acid.

5.4.3 Allow it to stand overnight & rinse with tap water 3 to 4 times.

5.4.4 Finally rinse with Purified water 3 to 4 times.



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9.0 REFERENCES:

Not Applicable

9.0 ABBREVIATIONS & ANNEXURES:

SOP : Standard Operating Procedure

No. : Number

QC : Quality Control

% : percent

ml : millilitre

⁰C : Degree Celsius

Annexures : Not Applicable