



# PHARMA DEVILS

## QUALITY CONTROL DEPARTMENT

### STANDARD OPERATING PROCEDURE

<b>Department:</b> Quality Control	<b>SOP No.:</b>
<b>Title:</b> Preparation of Indicators and Reagent	<b>Effective Date:</b>
<b>Supersedes:</b> Nil	<b>Review Date:</b>
<b>Issue Date:</b>	<b>Page No.:</b>

#### OBJECTIVE:

To lay down a standard procedure to describe the steps to be followed for the preparation of indicators and reagents.

#### SCOPE:

Applicable for the preparation of all the indicators and reagents used in the laboratory.

#### RESPONSIBILITY:

Concerned QC Chemist

#### ACCOUNTABILITY:

QC Head

#### REFERENCES:

In- House

#### ATTACHMENTS:

Nil

#### PROCEDURE:

- 1.0 Prepare indicators and reagents every 3 months or as and when required.
- 2.0 Label the bottles indicating number and name of the reagent, date of preparation and use before date.
- 3.0 Prepare indicators and reagents as per the method specified in the pharmacopoeia.
- 4.0 Discard the reagents / indicators if any haziness, precipitation or growth is observed.
- 5.0 Record the preparation details with date and signature in the register

#### 6.0 ABBREVIATIONS:

CC No.	Change Control Number
QA	Quality Assurance
QC	Quality Control
SOP	Standard operating procedure



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### ATTACHMENT I

### LABORATORY BENCH REAGENTS AND INDICATORS PREPARATION RECORD

NAME OF REAGENT:		BOTTLE No.:	
PREPARATION :			
DATE	PREPARATION DATA	PREPARED BY	CHECKED BY

	Prepared By	Checked By	Approved By	Authorised By
Sign				
Date				
Department	Quality Control	QC Head	QA Head	Unit Head