



# PHARMA DEVILS

PRODUCTION DEPARTMENT

## STANDARD OPERATING PROCEDURE

<b>Department:</b> Production	<b>SOP No.:</b>
<b>Title:</b> Cleaning and Operation of Air Jet Cleaner Machine	<b>Effective Date:</b>
<b>Supersedes:</b> Nil	<b>Review Date:</b>
<b>Issue Date:</b>	<b>Page No.:</b>

### 1.0 OBJECTIVE:

1.1 To lay down a procedure for cleaning and Operation of Air Jet Cleaner Machine.

### 2.0 SCOPE:

2.1 This procedure is applicable to the cleaning and operation of Air Jet Cleaner Machine in production area.

### 3.0 RESPONSIBILITY:

- 3.1 Technical Associate : Cleaning and Operation
- 3.2 Officer and Executive : Supervision
- 3.3 Head Production : SOP compliance
- 3.4 IPQA Person : Line Clearance

### 4.0 DEFINITION (S):

4.1 NA

### 5.0 PROCEDURE:

#### 5.1 CLEANING

##### 5.1.1 This is a cleaning procedure applicable for cleaning after completion of every batch.

- 5.1.1.1 Ensure that the air jet cleaner machine is switched “OFF”.
- 5.1.1.2 Replace “UNDER PROCESS” label with “TO BE CLEANED” status label with date and signature of production officer.
- 5.1.1.3 Ensure that the compressed air supply is closed and wipe the air nozzle with dry lint free cloth followed by wet lint free cloth.
- 5.1.1.4 Open the vacuum pot and remove the filter bag and transfer the filter bag to cleaning area in the poly bag tagged with “TO BE CLEANED” label with date and signature of production officer.
- 5.1.1.5 Wipe the inner surface of vacuum pot and air nozzles with dry lint free cloth followed by wet lint free cloth.
- 5.1.1.6 Wipe the inner and outer surface of vacuum pot and air nozzles with 70 % v/v IPA.
- 5.1.1.7 Place the cleaned filter bag in the vacuum pot and assemble the vacuum pot.
- 5.1.1.8 Replace the “TO BE CLEANED” status label with “CLEANED” status label with date and signature of production officer and QA officer.



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- 5.1.1.9 Record the cleaning start time in the Equipment usage log sheet as per SOP.
- 5.1.1.10 After Type -B cleaning, if machine is not used within 72 hours, clean the machine before use, with the lint free duster dipped in 70% v/v IPA solution followed by dry lint free duster and dully sign the “CLEANED” label again. Record the activity in equipment usage log sheet as per SOP.

### 5.2 OPERATION

- 5.2.1 Replace “CLEANED” label with ” UNDER PROCESS” status label with date and signature of Production Officer.
- 5.2.2 Enter the start time in the equipment usage log sheet as per SOP.
- 5.2.3 Switch “ON” the mains from electrical panel.
- 5.2.4 Open the valve of compressed air supply.
- 5.2.5 Switch on the machine from the control panel.
- 5.2.6 The suction of air starts from the nozzles.
- 5.2.7 Put the bottles on the both of nozzles and press the foot button for the few seconds for purging of air.
- 5.2.8 The dust particles in the bottle will transform into the air borne particle by purging of air and these air borne particles will be sucked in to the vacuum pot by the suction.
- 5.2.9 After completion of batch enter the completion time in the equipment usage log sheet as per SOP.
- 5.2.10 Put the “TO BE CLEANED” label dully filled and signed with production officer.
- 5.2.11 After completion of operation, clean the equipment within 24 hours if not in use.

### 6.0 ABBREVIATION (S):

- 6.1 QA : Quality Assurance
- 6.2 SOP : Standard Operating Procedure
- 6.3 v/v : Volume/Volume

### 7.0 REFERENCE (S):

- 7.1 Nil

### 8.0 ANNEXURE (S):

- 8.1 Nil



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9.1 **Master Copy** : Quality Assurance

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9.3 **Reference copy (S) :** Production department (03)

### 10.0 REVISION HISTORY:

S.No.	Version No.	Change Control No.	Reason(S) For revision	Details of revision	Effective Date