



Title: Verification of the Interlocking in HVAC System

SOP No.:		Revision No.:	00
Effective Date:		Supersedes No.	Nil
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1.0 PURPOSE:

To describe the procedure for verification of HVAC interlocking System (Interlocking of the AHU to AHU, AHU to Wet scrubber and AHU to Dust collector).

2.0 SCOPE:

This procedure is applicable to AHUs, Dust collector & Wet scrubber.

3.0 RESPONSIBILITIES:

Operator –Engineering are responsible for Verification of HVAC interlocking system.

Engineering Officer / Executive are responsible for Verification of HVAC interlocking system and completion of documentation.

Manager / Designee are responsible for overall compliances of SOP.

4.0 DOCUMENTS NEEDED FOR THE SOP:

Intimation for HVAC off in format no. F01.

Verification of the interlocking in General tablet area HVAC system as per format no. F02.

Verification of the interlocking in OCP tablet area HVAC system as per format no. F03.

Verification of the interlocking in Injectable Aseptic area HVAC system as per format no. F04.

Verification of the interlocking in Injectable Non-Aseptic area HVAC system as per format no. F05.

Verification of the interlocking in Injectable Aseptic & Non-Aseptic area HVAC system as per format no. F06.

Verification of the interlocking in QC micro lab area HVAC system as per format no. F07.

Verification of the interlocking in General area Dust collector & HVAC system as per format no. F08.

Verification of the interlocking in OCP area Wet Scrubber & HVAC system as per format no.



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F09.

5.0 RELATED DOCUMENTS:

NA.

6.0 REFERENCE GUIDELINES:

NA.

7.0 DEFINITION:

NA.

8.0 PROCESS MAP(s) / FLOW CHART(s) (If Applicable):

NA.

9.0 PROCEDURE:

- 9.1 Intimate the concerned department person through intimation for the verification of interlocking through format no. F01. After permission from user department, conduct the verification.
- 9.2 Put the 'UNDER PREVENTIVE MAINTENANCE' board on respective control panel.
- 9.3 Conduct verification of the interlocking of General tablet HVAC system as per format no. F02.
- 9.4 Conduct verification of the interlocking in OCP tablet HVAC system as per format no. F03.
- 9.5 Conduct verification of the interlocking in Injectable Aseptic area HVAC system as per format no. F04.
- 9.6 Conduct verification of the interlocking in Injectable Non-Aseptic area HVAC system as per format no. F05.
- 9.7 Conduct verification of the interlocking in Injectable Aseptic & Non-Aseptic area HVAC system as per format no. F06.



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- 9.8 Conduct verification of the interlocking in QC micro lab area HVAC system as per format no. F07.
- 9.9 Conduct verification of the interlocking in General area Dust collector & HVAC system as per format no. F08.
- 9.10 Conduct verification of the interlocking in OCP area Wet Scrubber & HVAC system as per format no. ENG130-F09-03.
- 9.11 After completion of successful verification remove 'UNDER PREVENTIVE MAINTENANCE' board.
- 9.12 Switch 'ON' the air handling unit, wet scrubber and Dust collector as their SOP's.
- 9.13 Frequency: Once in year \pm one month.

10.0 ABBREVIATION:

SOP	:	Standard Operating Procedure
No	:	Number
&	:	And
AHU	:	Air Handling Unit
EN	:	Engineering
No.	:	Number
QA	:	Quality Assurance
HVAC	:	Heating Ventilation and Air Conditioning
NA	:	Not Applicable
OCP	:	Oral contra septic Pill

11.0 DISTRIBUTION:

The following is the list of sections to which the SOP shall be distributed but not limited to:

SECTION	SECTION CODE
Engineering	EN



PHARMA DEVILS
ENGINEERING DEPARTMENT

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Quality Assurance	QA
Quality Control	QC
Quality Micro	QM
Manufacturing Tablets	MT
Manufacturing Injection	MI
Warehouse	WH
Human Resource & Administration	HR

12.0 REVISION CARD:

S.No.	Supersedes SOP No. - Ver. No. / Effective Date	Revision Details	Ref. Change Request No.
01	NA	New SOP	



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FORMAT 01

Intimation for Verification of Interlocking

Date: _____

From Engineering department to _____ department.

The verification of interlocking For the HVAC system No.

Area is due on _____ Please plan accordingly.

Engineering department (Sign/Date): _____

Acknowledge by user department (Sign/Date) : _____



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FROMAT 02

VERIFICATION OF THE INTERLOCKING IN HVAC SYSTEM

S.No.	Interlock Description	Procedure for challenging the Interlock	Acceptance Criteria	Observation
1.	When AHU of Corridor is off, AHU of respective area should not start.	Attempt to start AHU of respective area one by one when AHU of Corridor is not operational.	AHU No..... should not get started.	
2.	When AHU of respective area is switched off, AHU of corridor should not get stopped.	Switch off the AHU of respective area one at a time and check for the functional status of AHU of corridor	AHU No.: should not get stopped when AHU No.is switched off.	
3.	When AHU of Corridor is switched off during running condition, AHUs of all respective areas should also get stopped.	Switch off the AHU of Corridor when it is in running condition and check for the operational status of AHUs of respective area.	AHU No. should get stopped when AHU No..... is stopped.	