**1.0 OBJECTIVE:**  
To describe and maintain the procedure for purchasing of raw and packaging materials.  
**2.0 SCOPE:**  
   This SOP is applicable for purchasing raw and packaging materials to warehouse at Accent Pharmaceuticals& Diagnostics, Forest Road, Solan, Himachal Pradesh (INDIA)

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| **Designation** | **Responsibilities** |
| Purchase Executive | For purchasing of raw and packing materials. |
| Officer/ Executive Warehouse | Responsible to comply the produce mentioned in SOP. |
| Head Quality Assurance | Responsible to comply and implement the procedure mentioned in the SOP. |