 Discovery Labs	STANDARD OPERATING PROCEDURE			
	SOP No.:	SOP-PD-033-03	Effective Date:	01.01.2018
	Supersedes:	SOP-PD-033-02	Next Review Date:	31.12.2020
	Department:	Production	Page:	1 of 2
TITLE: LEAF FILTER OPERATION				

1.0 PURPOSE:

To explain how to handle Leaf Filter.

2.0 SCOPE:

This procedure is applicable during the operation of Leaf Filter in manufacturing process at Discovery.

3.0 RESPONSIBILITY:

It is the responsibility of the person operating to follow this procedure as written in this SOP.


4.0 DEFINITIONS: Nil.

5.0 PROCEDURE :

- 5.1 Connect pump suction to reactor bottom valve with hose pipe with proper clamping.
- 5.2 Clamp the outlet nozzle of the leaf filter with one end of flexible hose pipe and insert other end into the same reactor.
- 5.3 Open the bottom valve of the reactor and pump discharge and leaf outlet valve.
- 5.4 Switch on the pump and release the air locks from the leaf vent.
- 5.5 Allow to circulate for 10 minutes and check the clarity of the filtrate.
- 5.6 If the filtrate is free from particles, keep the pipe in to the clean carboy and shift the pipe and carboy near the collection reactor and insert the hosepipe into reactor.
- 5.7 If there is no powder distribution, check filtrate clarity.
- 5.8 After completion of the filtration flush the leaf with same media.
- 5.9 Remove the leaf hold ups by applying nitrogen gas pressure collect into separate carboys if required.
- 5.10 Check the clarity of the filtrate from carboys and charge into the reactor if Satisfactory.
- 5.11 If satisfactory set aside for further processing

6.0 FORMATS / ANNEXURE(S): Nil

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7.0 CHANGE HISTORY:

Revision No.	Effective Date	Details of Revision	Ref. CCF No.
00	01.01.2011	New SOP is introduced	----
01	01.06.2014	Revised as per current SOP No system & more clear and clarity	----
02	01.01.2017	Procedure elaborated and SOP format changed.	PD-CRF-024/16
03	01.01.2018	SOP format changed make to inline with SOP-QA-001-05.	CCF/GEN/17035

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