1. **PURPOSE:**

To describe the Procedure of sampling& testing of Process water

1. **SCOPE:**

This procedure is applicable for sampling& testing of Process water

1. **RESPONSIBILITY:**
   1. Analyst-QC is responsible to follow this SOP.
   2. Head-QC/Designee is responsible for ensuring implementation of this SOP.
   3. Head-QA/Designee is responsible for monitoring overall compliance of this SOP.
2. **DEFINITIONS:**

Nil.

1. **PROCEDURE:**
   1. **Sampling:**
      1. Take 1000ml flask for sample collection.
      2. Sampling shall be collected at bottom of storage tank and Loop valve present at Production Block
      3. Minimum sample qty 1000 ml.
      4. Sampling frequency shall be daily covering both the points on alternate days.
      5. Enter the details in Process water inward register.
   2. **Testing:**
      1. Chemical analysis shall be done daily and Microbiology Analysis shall be done once in Calendar Month
      2. Minimum 250 ml qty shall be sent to outside laboratory in amber colored bottles for Microbiology analysis (if applicable).
      3. Chemical Analysis for process water shall be done as per MOA.
      4. Un Controlled copy of Specification shall be sent to outside laboratory for Microbial Analysis
      5. Chemical analysis raw data and results for process water shall be entering in Raw data book.
2. **FORMATS / ANNEXURE(S):**

|  |  |  |
| --- | --- | --- |
| **S.No** | **Details** | **Format No. (Current version)** |
|  | Process water Inward register |  |
|  | Work sheet of Process water |  |

1. **CHANGE HISTORY:**

| **Revision No.** | **Effective Date** | **Details of Revision** | **Ref CCF No.** |
| --- | --- | --- | --- |
| 00 | 01.12.2011 | 1. New SOP introduced across all the API manufacturing facilities of Discovery. | -- |
| 01 |  | 1. Formats are the part of SOP. So prepared Separately. 2. All formats given clear and clarity | -- |
| 02 | 01.01.2017 | Modified as per current SOP format |  |