



BIOGENIX

## DOCUMENT CONTROL MASTER LIST

DOCUMENT CONTROL: BG/REC/GEN/036		VERSION 2.0									
CLAUSE	ISO POLICIES	Record Name	Level 1 Quality Manual	Level 2 Policy Procedure	Level 3 SOP	Level 4 Records	Approval date	Issue Date	Revision date	Next Revision date	Version No.
4.1.1.1.	Lab Facility Scope Of Service			BG/PP/GEN/006			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.1.1.		Flow Process of Molecular Lab				BG/FP/GEN/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.1.1.		Flow Process of Core Lab				BG/FP/GEN/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.1.3.	Policy Procedure for Code of Medical Ethics and Professional Conduct			BG/PP/GEN/020			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		POLICY AND PROCEDURE TO ABIDE BY U.A.E. GOVERNMENT AND DOH		BG/PP/GEN/038			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.1.3.		Disclaimer (Conflict Of Interest)				BG/REC/GEN/020	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.1.3.	Confidentiality Procedure			BG/PP/GEN/001			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.1.3.		Confidentiality statement				BG/REC/GEN/008	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.1.4.		Laboratory Director Job Description				BG/JD/HR/005	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.1.4.		Labopratory Director Responsibilities		BG-PP-GEN-023			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.2.1/4.1.2.5		Organization Chart				BG/REC/GEN/028	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.2.1		Organization Chart with numbers				BG/REC/GEN/029	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.1.4.	Delegation Of Authority Procedure			BG/PP/GEN/024			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.2.7		Job Description For Quality Manager				BG/JD/HR/010	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.2.3 & 4.1.2.4		Quality Manual Consist Quality Policy & Objective				BG/POS/GEN/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		Mission, Vision, Goals and Values				BG/POS/GEN/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.2.6	Policy Procedure For General Communication			BG/PP/GEN/002			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.2.6		Endorsement Register				BG/REC/GEN/030	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.2.6		Minutes Of Meeting				BG/REC/GEN/034	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1.2.6		Attendance sheet				BG/REC/GEN/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0



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							1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.2		QUALITY MANUAL				BG/QM/GEN/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.2.2.1		· Copy Of ISO 15189:2012 Medical Laboratories- Requirements For Quality And Competence, Corrected Version 2014-08-15,				EX DOC 2	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		· DOH Clinical Laboratory Standards Version 1					1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		· Abu Dhabi Specification, ADS 8/2014, Quality Control					1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.3	Policy and Procedure for Document control			BG/PP/GEN/003			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.3 / 4.13	Policy and Procedure for Control of Records			BG/PP/GEN/011			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.3		Document Master List				BG/REC/GEN/036	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.3		Document Change Form				BG/REC/GEN/037	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.3		Distribution List				BG/REC/GEN/038	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.4.1 & 4.4.2	Policy Procedure for Service Agreement			BG/PP/GEN/025			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.4.1.		Test Request Form				BG/REC/GEN/039	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.5	Procedure for Selection And Evaluation Of Referral Laboratories			BG/PP/GEN/026			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.5		List of Approved Referral Labs				BG/REC/GEN/040	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.5		Send Out Sample Form For Referral Lab.				BG/REC/SAMP/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.5		Referral Lab. Register				BG/REC/GEN/041	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.5		Selection form for Referral Lab				BG/REC/GEN/042	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.5		Evaluation Form for Referral Lab.				BG/REC/GEN/043	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0



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4.6	Procedure For External Services and supplies			BG/PP/GEN/004			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.6		Checklist for Criteria for selection of Reagent and consumable suppliers			BG/REC/GEN/044	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
4.6		Checklist for contractor/vendor evaluation			BG/REC/GEN/045	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
4.6		Checklist for Service Supplier evaluation			BG/REC/GEN/046	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
4.6		List of Selected And Approved Suppliers			BG/REC/GEN/048	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
4.6		Checklist for service & calibration Supplier evaluation			BG/REC/GEN/047	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
4.7.	Scope Of Service			BG/PP/GEN/006			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.7.	Advisory Service File	-					1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.8.	Policy Procedure For Complaint Management			BG/PP/GEN/005			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.8		Complaint Form Verbal.			BG/REC/GEN/050	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
4.8		Complaint Form Written.			BG/REC/GEN/049	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
4.9	Procedure for Identification And Control Of Non Conformities			BG/PP/GEN/007			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
							1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.9		Non Conformance Form			BG/REC/GEN/051	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
4.1	Policy Procedure for Corrective Action			BG/PP/GEN/008			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.1		Corrective And Preventive Action Report			BG/REC/GEN/052	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
4.1		Action Plan			BG/REC/GEN/053	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
4.11	Procedure for Preventive Action			BG/PP/GEN/009			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
							1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.10/4.11		Corrective And Preventive Action Report			BG/REC/GEN/052	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	



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4.9		Non conformance form				BG/REC/GEN/051	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.12	Procedure for Continuous Quality Improvement			BG/PP/GEN/010			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
							1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.10/4.11		Corrective And Preventive Action Report				BG/REC/GEN/052	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.9		Non conformance form				BG/REC/GEN/051	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.14	Policy Procedure for Evaluation and Audit			BG/PP/GEN/012			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.14		Internal Audit Checklist				BG/REC/GEN/054	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.14		Internal Audit Plan				BG/REC/GEN/055	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.14.6	Risk Management Policy Procedure			BG/PP/GEN/013			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.14.6		Risk Assessment Work Sheet				BG/REC/GEN/056	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.14.6		Risk Registry				BG/REC/GEN/057	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.14.6		POLICY PROCEDURE FOR INCIDENT REPORTING		BG-PP-GEN-032			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.14.7.	Ongoing Monitoring of Laboratory Procedures			BG/PP/GEN/021			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.14.7		Template for KPI Reports				BG/REC/GEN/058	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
4.15	Policy Procedure for Management Review			BG/PP/GEN/015			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.	Policy Procedure for Personnel Management			BG/PP/GEN/016			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3	Policy Procedure for Technical Staff Assignment			BG/PP/HR/001			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3.		Lab Director Job Description				BG/JD/HR/005	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3.		Job Description For Biomedical Engineer				BG/JD/HR/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3.		Job Description For Safety Manager				BG/JD/HR/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3.		Job Description For Lab. Coordinator				BG/JD/HR/003	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0



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		Job Description For Deputy Director				BG/JD/HR/004	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3.		Job Description For Quality Manager				BG/JD/HR/006	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3.		Job Description For Facility manager				BG/JD/HR/007	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3.		Job Description For MLT Collection Department				BG/JD/HR/008	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3.		Job Description For MLT Extraction Department				BG/JD/HR/009	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3.		Job Description of MLT Reagent Department				BG/JD/HR/010	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3		Job Description For MLT QPCR Department				BG/JD/HR/011	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3		Job Description For MLT Core Lab				BG/JD/HR/014	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3		Job Description For Inventory Manager				BG/JD/HR/012	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.3		Job Description For Quality Officer				BG/JD/HR/013	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.5.		New Staff General Orientation Checklist				BG/REC/GEN/012	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.5.		New Staff Training Checklist				BG/REC/GEN/063	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.5.		Attendance Sheet				BG/REC/GEN/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.6.		Competency Assessment Form.(Core Lab)				BG/REC/GEN/009-A	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.6.		Competency Assessment Form for Molecular Lab-				BG/REC/GEN/009-B	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.6		Competency Assessment Form for Molecular Lab-				BG/REC/GEN/009-C	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.6		Competency Assessment Form for Molecular Lab-				BG/REC/GEN/009-D	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.6		Competency Assessment Form for Molecular Lab- Q-				BG/REC/GEN/009-E	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.7.		Staff Annual Appraisal Form					1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.5.		Training Plan				BG/REC/GEN/013	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.		Staff Summary Monitoring List				BG/REC/GEN/065	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0



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5.1.6.		Trainee Assessment Sheet				BG/REC/GEN/014	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		Trainer Assessment				BG/REC/GEN/015	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1.6.		Competency Of Quality Manager				BG/REC/GEN/066	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Policy Procedure for Accommodation and Environment			BG/PP/GEN/030			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Standard precaution			BG/PP/INF/001			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Infection Control Plan			BG/PP/INF/002			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Personal Protective Equipment			BG/PP/INF/003			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Occupational Exposure Management			BG/PP/INF/004			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2	Biohazard Spillage Management			BG/PP/INF/005			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2	Exposure Control Plan			BG/PP/INF/006			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Laboratory Waste management			BG/PP/INF/007			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Laboratory Cleaning and Disinfection			BG/PP/INF/008			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Formulating Disinfectants			BG/PP/INF/009			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Communication of Infectious Diseases			BG/PP/INF/010			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Operation & Mantainance of Medibios			BG/PP/INF/011			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.	Operation & Mantainance of Autoclave			BG/PP/INF/012			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.		Infection Control Staff Compliance Checklist				BG/REC/INF/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.		Daily Laboratory Cleaning & Disinfection				BG/REC/INF/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2.		Fumigation Checklist				BG/REC/INF/003	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2		Laboratory Waste Management				BG/POS/INF/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2		How to Hand Rub				BG/POS/INF/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0



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5.2		How to Hand Wash				BG/POS/INF/003	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2		Donning of PPE Illustration Posters – Molecular Laboratory				BG/POS/INF/004	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2		Doffing of PPE Illustration Posters – Molecular Laboratory				BG/POS/INF/005	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2		Room Temperature and Humidity				BG/REC/GEN/005	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2		Biohazard Spillage Management				BG/PP/INF/005	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2		Biohazard Spill Kit Checklist				BG/REC/INF/004	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2		Chemical Spill Kit Checklist				BG/REC/OSH/007	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2		First Aid Box Checklist				BG/REC/OSH/008	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.2		Eyewash and Shower Checklist				BG/REC/OSH/003	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		Hazmat cabinet inventory				BG/REC/OSH/013	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3	Policy Procedure For Selection, Purchasing And Management Of Equipment			BG/PP/GEN/017			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3	Policy Procedure of Selection, verification, validation of Examination Instruments			BG/PP/GEN/027			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3	Policy Procedure for Equipment calibration and Metrological Traceability			BG/PP/GEN/018			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3	Policy Procedure For Planned Preventive Maintenance Of Equipment			BG/PP/BME/001			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3	Policy Procedure For Corrective Maintenance Of Equipment			BG/PP/BME/002			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3	Procedure For Reception, Storage, Acceptance Testing Of Reagent and Consumable			BG/PP/GEN/019			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0



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5.3	Policy Procedure For Verification of new lots & shipments prior to use.			BG/PP/GEN/033			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Checklist for Criteria for selection of Equipment and Equipment Supplier				BG/REC/BME/012	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Checklist for IQ				BG/REC/BME/003	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Checklist for OQ				BG/REC/BME/004	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Checklist for HA				BG/REC/BME/005	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Authorization List to use Lab. Equipment				BG/REC/GEN/011	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Instrument Summary monitoring List				BG/REC/BME/011	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Maintenance of Freezer				BG/REC/GEN/031	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Maintenance of Refrigerator				BG/REC/GEN/032	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Maintenance of Hot Air Oven				BG/REC/GEN/033	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Maintenance of BIOER line gene 96610 (QPCR machine)				BG/REC/MOL/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Big Centrifuge (CENC)				BG/REC/GEN/059	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Maintenance for Allinity				BG/REC/GEN/060	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Roller Mixer Maintenance Sheets				BG/REC/GEN/061	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Daily Maintenance Sheet Uranus Elisa machine				BG/REC/GEN/062	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Weekly Maintenance Sheet Uranus Elisa machine				BG/REC/GEN/063	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Maintenance of Plate Vortex				BG/REC/GEN/024	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3		Biosafety Cabinet Maintenance Sheet				BG/REC/GEN/021	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		Maintenance of Plate Centrifuge				BG/REC/GEN/022	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		Maintenance of Eppendorf Centrifuge				BG/REC/GEN/023	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0



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5.3.		CELL DYN EMERALD 22 maintenance sheet				BG/REC/HEM/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.	Maintenance Procedure of Cell Dyn Emerald			BG/PP/HEM/001			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		SOP for Cell Dyn Emerald			BG/SOP/HE M/001		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		SOP for Abbott Alinity			BG/SOP/SER O/002		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		SOP for Uranus (ELISA Analyzer)			BG/SOP/SER O/004		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.	Policy Procedure for Plate Centrifuge						1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.	Policy Procedure for Eppendorf Centrifuge						1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.	Policy Procedure for Big Centrifuge						1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		Refrigerator Temperature log				BG/REC/GEN/006	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		Freezer Temperature Log				BG/REC/GEN/007	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		Controls & Calibrator Reconstitution Records				BG/REC/GEN/004	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		Vendor Evaluation Form				BG/REC/BME/010	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		Third Party Calibration company evaluation				BG/REC/BME/013	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3.		Third Party Calibration company Selection				BG/REC/BME/014	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3	Policy Procedure for Extraction room process			BG/PP/MOL/003			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.3	Policy Procedure for QPCR room Process			BG/PP/MOL/004			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.2.	Policy Procedure On Service Agreement			BG/PP/GEN/025			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.2		Test request Form				BG/REC/GEN/039	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.2.	Scope Of Service			BG/PP/GEN/006			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.	Policy Procedure for Patient Identification			BG/PP/SAMP/001			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4	Policy Procedure for Sample Labelling			BG/PP/SAMP/002			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0



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5.4.4.2.	Policy Procedure for Patient Instruction and Preparation			BG/PP/SAMP/003			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4	Policy Procedure for Covid sample collection, handling and transportation			BG/PP/SAMP/004			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.	Phlebotomy adverse Reactions			BG/PP/SAMP/007			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.	Blood Sample handling, preparation and Storage			BG/PP/SAMP/008			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4	Blood Sample Transportation			BG/PP/SAMP/009			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4	Policy Procedure Sample Rejection			BG/PP/SAMP/010			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.4.1	Policy Procedure for Patient Consent			BG/PP/GEN/036			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.4.1		General Consent form				BG/REC/GEN/004	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.4.1.	Policy Procedure for COVID-19 Sample Receiving and Processing			BG/PP/MOL/001			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.4.1.		Flow Process Molecular Lab.				BG/FP/GEN/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.3.		Flow Process Molecular Lab.				BG/FP/GEN/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.4.1	Policy Procedure for Blood Sample Collection By Venipuncture Using			BG/PP/SAMP/006			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.6.		Sample Rejection Form				BG/REC/SAMP/003	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.2.	Procedure For Complaint Management			BG/PP/GEN/005			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.2.		Written Complaint Form				BG/REC/GEN/049	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.2.		Verbal Complaint Form				BG/REC/GEN/050	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.		Sample Information Verification Record				BG/REC/SAMP/004	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.		Matching Serial Number Details				BG/REC/SAMP/005	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4.		COVID-19 Sample Inactivation Record				BG/REC/SAMP/006	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.4		Record of Inactivated Sample Handover to Extraction Room				BG/REC/SAMP/007	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0



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5.5.1.2/5.5.1.3.	Selection, Verification and Validation of Examination Processes			BG/PP/GEN/027			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.1.4.		SOP of Measurement of uncertainty of measured quantity values			BG/SOP/EX AM/001		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.1.4.		Worksheet for Measurement of uncertainty				BG/REC/EXAM/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3.	Policy procedure for Reagent Room process (Molecular)			BG/PP/MOL/002			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3.	Policy Procedure for Extraction Room Process (Molecular)			BG/PP/MOL/003			25/7/2020	25/7/2020	25/7/2020	25/7/2022	2.0
5.5.3.		Policy Procedure for QPCR (Molecular)			BG/SOP/MO L/004		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3.		SOP for Complete Blood Count			BG/SOP/HEM/0		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3.		SOP for SARS CoV2 IgG qualitative			BG/SOP/SERO/0		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3		SOP for SARS CoV2 IgG qualitative (ELISA)			BG/SOP/SER O/005		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3		SOP for SARS CoV2 IgM qualitative (ELISA)			BG/SOP/SER O/006		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3		SOP for SARS CoV2 IgG Quantitative			BG/SOP/SER O/010		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3		SOP for SARS CoV2 IgM Quantitative			BG/SOP/SER O/011		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3		SOP for HBs Antibodies			BG/SOP/SER O/001		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3		SOP for HIV Ag /Ab combo			BG/SOP/SER O/007		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3.		SOP for HBsAg			BG/SOP/SER O/008		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.5.3.		SOP for Anti HCV			BG/SOP/SER O/009		1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.6.2.1/5.6.2.2./5.6.2.3.	Ensuring Quality Of Examination Results			BG/PP/GEN/037			1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.6.2.1/5.6.2.2./5.6.2.3.		Cell Dyn Emerald Internal Control Review log			BG/REC/QC/007	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
5.6.2.1/5.6.2.2./5.6.2.3.		Alinity Daily QC checklist			BG/REC/QC/005	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
5.6.2.1/5.6.2.2./5.6.2.3.		Monthly CV monitoring - Hematology			BG/REC/QC/001-A	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	



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5.6.2.1/5.6.2.2./5.6.2.3.		Internal control corrective action form (Core Lab)				BG/REC/QC/002-A	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.6.2.1/5.6.2.2./5.6.2.3.		Internal control corrective action form (PCR Lab)				BG/REC/QC/002-B	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.6.3		Investigation form for PT out of limit				BG/REC/QC/003	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.6.3		CAP sample receiving Sheet				BG/REC/QC/004	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.6.2.		Control and calibrator reconstitution record				BG/REC/QC/006	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.7.	Post Examination Procedures		BG/PP/GEN/030				1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.7.	Policy Procedure For Waste Management		BG/PP/INF/007				1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.8	Policy Procedure For Reporting of Results		BG/PP/GEN/022				1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.8		Hematology Critical Value List				BG/REC/HEM/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.9	Policy Procedure For Releasing of Results		BG/PP/GEN/031				1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.9		Hematology Critical Values				BG/REC/HEM/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.9		Critical Result Record Sheet				BG/REC/GEN/069	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
5.1	Policy Procedure for LIS		BG/PP/GEN/14				1/7/2020	1/7/2020	1/7/2020	30/6/2023	1.1
<b>BME</b>											
		MEDICAL EQUIPMENT HISTORY CARD				BG/REC/BME/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		Medical Equipment Acceptance Form				BG/REC/BME/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		Instalation qualification of lab instruments				BG/REC/BME/003	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		OPERATION QUALIFICATIONS OF LABORATORY INSTRUMENTS				BG/REC/BME/004	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		Hazard analysis				BG/REC/BME/005	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		Medical Equipment outward document-Gate Pass				BG/REC/BME/006	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0



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		Asset Transfer Form- Medical Devices			BG/REC/BME/007	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Biomedical engineering department work request form			BG/REC/BME/008	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
						1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		ISML			BG/REC/BME/011	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
											1.0
INVENTORY											
		DELIVERY NOTE			BG/REC/INV/001	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		SUPPLY RECEIVING RECORD			BG/REC/INV/002	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		ITEM DEMAND			BG/REC/INV/003	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
											1.0
											1.0
MOLECULAR											
Sample Collection											1.0
		COVID Sample Transport Package Reception Record			BG/REC/MOL/003	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		COVID-19 Sample Inactivation Record			BG/REC/MOL/004	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Record of Inactivated Sample Handover To Extraction Room			BG/REC/MOL/005	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Sample in activation Slip			BG/REC/MOL/006	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Sample storage slip			BG/REC/MOL/007	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		sample inactivation processing record			BG/REC/MOL/008	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Shift Summary Report			BG/REC/MOL/009	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Empty Transport Box Dispatch Log Sheet			BG/REC/MOL/010	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Empty Transport Box Dispatch Log Slip			BG/REC/MOL/011	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	



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		Sample on Hold				BG/REC/MOL/012	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		<b>Reagent Room</b>						1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0
		Reagent Waste calculation Log Sheet				BG/REC/MOL/013	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Endorsement sheet for reagent Room				BG/REC/MOL/014	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Request and transfer of Reagent Preparation for extraction log sheet				BG/REC/MOL/015	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		RT pCR kit internal Quality Control Vials transfer Log Sheet				BG/REC/MOL/016	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Internal Quality Control Transfer and storage slip				BG/REC/MOL/017	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
											1.0	
											1.0	
		<b>Extraction</b>									1.0	
		COVID-19 Sample arrangement work sheet				BG/REC/MOL/017	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		COVID-19 Sample storage record				BG/REC/MOL/018	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		COVID-19 Sample disposing Record				BG/REC/MOL/019	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		Daily Shift Summary Sheet				BG/REC/MOL/020	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		RT-PCR Kit Internal quality Control Vials Receiving Log Sheet				BG/REC/MOL/021	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		<b>qPCR Room</b>									1.0	
		COVID 19 Test Report Summary Records				BG/REC/MOL/022	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	
		COVID 19 Test Retest Records				BG/REC/MOL/023	1/7/2020	1/7/2020	1/7/2020	30/6/2022	1.0	