MD-SOP-0028



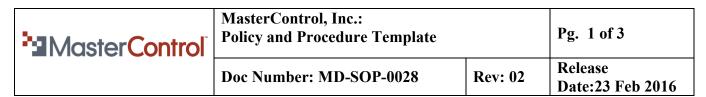
6350 South 3000 East Salt Lake City, Utah 84121

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Notes:	
Document Information:	
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Effective Date:	Next Review Date:
Release Date:	Expiration Date:
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Author:	Previous Number:
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## POLICY AND PROCEDURE TEMPLATE

#### **APPROVALS**

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#### **REVISION HISTORY**

AUTHOR	R REVISED SECTION/PARAGRAPH	REV	RELEASED
D Ade	Initial Release	01	See MasterControl

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* Master Control
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MasterControl, Inc.: Policy and Procedure Template	,	
Doc Number: MD-SOP-0028	Rev: 02	Release

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#### 1. PURPOSE

Briefly describe the reasoning or purpose of the document.

#### 2. SCOPE

Briefly describe the coverage or scope of what is covered and/or exempted from this process. Please refrain from adding policy or procedure detail in this section.

#### 3. **DEFINITIONS**

- Word Definition
- Word Definition

#### 4. RESPONSIBILITIES

• Responsible Party – Describe the responsible party responsibilities

# 5. PROCEDURE/POLICY/WORK INSTRUCTION (REMOVE TITLE THAT DOES NOT APPLY)

#### 5.1 Process Flow

If applicable insert simple process flow chart or picture here. Keep the flowchart descriptions simple putting the detail in the next subsection. If there is not a flow chart or picture write "Not Applicable".

- 5.2 Procedure/Policy/Work Instruction (remove title that does not apply)
  - 5.2.1 Overview
  - 5.2.2 Details

#### 6. APPLICABLE REFERENCES

List of applicable reference documents.

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Revision: 02

**Signature Manifest** 

**Document Number: MD-SOP-0028** 

Title: Bleach Handling

All dates and times are in Mountain Time Zone.

### **SOP Approval**

#### Collaboration

Name/Signature Title Date Meaning/Reason Paul Sanderson (PSANDERSON) Dallas Volk (DVOLK) Sarah Christensen (SCHRISTENSEN) Mark Sloan (MSLOAN) Rob Carpenter (RCARPENTER) Matt Smith (MATT) 23 Oct 2017, 01:14:58 PM Complete

#### **Approval**

Name/Signature	Title	Date	Meaning/Reason
Matt Smith (MATT)		23 Oct 2017, 01:16:44 PM	Approved

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