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MD-SOP-0031

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****MasterControl		STANDARD OPER	RATING PROCEDURE
SOP NUMBER:		VERSION:	
SOP TITLE:			

PURPOSE OF THIS SOP AND WHAT IT IS APPLIED TO

<Describe the purpose of the SOP, what it should be applied to and when/under which</p> circumstances. Include details of any specific limitations and/or exclusions>

WHO THIS SOP IS APPLICABLE TO

FUNCTION(S)			SITE(S)		REGUL	ATIONS	
☐ ED			☐ Global			☐ GCP	☐ GLP
□ СМС	☐ GBT	☐ GxP Supt Dept.	☐ ALN	☐ CHA	☐ DEN	☐ GMP	☐ None
□ LO	☐ NCFS	☐ Non-GxP Supt	☐ GRN	□ HAR			
☐ PATH	□ QA	□SA	☐ MSN		☐ PCV		
☐ SA GOS			☐ SHA				

SPECIFIC	<if groups="" list="" necessary,="" or="" p="" roles="" sop<="" specific="" sub-functions,="" that="" the=""></if>
APPLICABILITY	applies to and any specific exclusions, otherwise "N/A" >

OTHER DOCUMENTS NEEDED TO EXECUTE THIS SOP

DOC REFERENCE	TYPE	TITLE
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STEP-BY-STEP INSTRUCTIONS

<Add Heading 2; remove if no sub sections>

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		• <add decision="" option="" text=""></add>
	2	<add instructional="" text=""></add>
	3	<add instructional="" text=""></add>
	4	<add instructional="" text=""></add>

Document Template Reference: GL-GEN-001-B V01	Page 1 of 5
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*** Master Control		STANDARD OPERA	ATING PROCEDURE
SOP NUMBER:		VERSION:	

ROLE		ACTION
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<Add Heading 2; remove if no sub sections>

ROLE		ACTION
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SUPPLEMENTARY INFORMATION THAT IS NEEDED

<Add Heading 2; remove if no sub sections>

<Add Text>

<Add Heading 3; remove if no sub-sub headings>

<Add Text>

DEFINITIONS

TERM	DEFINITION
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CHANGES FROM THE PREVIOUS VERSION OF THIS SOP

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ocument Template Reference: GL-GEN-001-B V01	Page 2 of 5
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SOP SECTION	CHANGE	
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APPENDICES

<List Appendices>

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APPENDIX 1: <PROCESS OVERVIEW (RECOMMENDED)>

<Add Flowchart>

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APPENDIX 2: <ADD TITLE>

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Signature Manifest

Document Number: MD-SOP-0031 Revision: 02

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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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