

1. PURPOSE

1.1. To ensure appropriate quality of water is maintained in the laboratory

2. SCOPE

2.1. This procedure applies to all personnel and work areas of the laboratory
 2.2. To provide adequate training to concerned staff to check the quality of water on a daily basis

3. REFERENCE

3.1. Quality Manual
 3.2. Instrument manuals

4. ABBREVIATIONS/DEFINITIONS

4.1. CLSI – Clinical and Laboratory Standards Institute

5. RESPONSIBILITY

5.1. Quality Manager
 5.2. Laboratory Director

6. PROCEDURE:

- 6.1. Grade 2 Water is used for Laboratory Testing
- 6.2. Water Analysis Report based on Chemical and Biological analysis is conducted every 6 months
- 6.3. Water Analysis reports are reviewed by the Quality Manager and the Laboratory Director and takes necessary corrective actions to address the concerns
- 6.4. The Water Analysis report is carried out by a NABL Accredited Testing Laboratory
- 6.5. The following parameters are measure in the water analysis report as per CLSI guidelines:

Sr. No	Contaminant	Parameter	Value
1	Ions	Resistivity - Mega Ohm.cm	>1
2	Ions	Conductivity micro siemens/cm	<1
3	Acidity/Aalkalinity	pH at 25 Deg Centigrade	7
4	Total Organic Carbon	microgram/lit	<200
5	Total Solids	mg/kg	<1
6	Colloids	Silica (microgm/ml)	<0.1
7	Bacteria	CFU/ml	<1000

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7. RECORDS:

S No	Record	Responsibility	Review Period	Retention Period
1	Water Quality Reports	Quality Manager	Every Year	1 Year
2	Water Quality Register	Quality Manager	Every Year	1 Year
3	Daily Water Quality Monitoring Record	Quality Manager	Every Day	1 Year

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