

 QuXAT	QuXAT Quality Management System		Document No:	QUXAT/SOP/5
	Title	Humidity and Temperature Monitoring	Page No:	Page 1 of 1

1. PURPOSE

To define the protocols that needs to be followed to monitor humidity and temperature in the laboratory as per standard requirements

2. SCOPE:

This procedure is applicable to all working areas of the laboratory.

3. REFERENCE

Quality Manual

4. RESPONSIBILITY

Quality Manager

5. PROCEDURE

5.1 Laboratory environment

- 5.1.1 The temperature and humidity of the work areas are monitored and recorded every day and checked by the respective area in-charge technicians to comply with the requirements of the instrument manufacturers' instructions.
- 5.1.2 Laboratory Temperature is maintained at $23 \pm 4^{\circ}\text{C}$ recorded 2 times in a day in the temperature monitoring sheet
- 5.1.3 Room Humidity is maintained at $50 \pm 10\%$ recorded 2 times in a day in the humidity monitoring sheet
- 5.1.4 Quality Manager ensures that an uninterrupted power is maintained such that the temperature and humidity is maintained as per requirements

6. RECORDS

The following records are maintained by the agencies, in the format mentioned, for the period defined

S No	Record	Responsibility	Retention Period
1	Temperature and Humidity register	Lab Incharge	1 year
2	AC Maintenance Checklist Register	Lab Incharge	1 Year

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