

# SOP for Cleaning of Vibro Sifter

Standard operating procedure to clean the Vibro Sifter.

## 1.0 OBJECTIVE:

To lay down the cleaning procedure for Vibro Sifter.

## 2.0 SCOPE:

This SCP shall be applicable for Vibro sifter used in Manufacturing area in Production department.

## 3.0 RESPONSIBILITY:

3.1 Execution :Operator

3.2 Checking :Pharmacist and Above

## 4.0 ACCOUNTABILITY:

HOD-Production

## 5.0 PROCEDURE:

5.1 Put "OFF" the electrical supply and cover motor, starter, plug and leads with polybags.

5.2 Remove hopper, sieve and silicon gasket and clean with 50 liter Potable water at least two times till all residue is washed off.

5.3 Clean with 2.5 % "Teepol" solution by using lint free cloth and rinse with 50 liter Potable water thoroughly.

5.4 Apply 25 liter hot water to hopper and sieve & finally rinse with about 50 liter purified water.

5.5 Wipe out all the items with dry lint free clean cloth and then wipe out with 70 % v / v solution of Isopropyl Alcohol (IPA) and then keep on pallet.

5.6 Clean the other parts of Vibratory sifter and wipe with wet / dry lint free clean cloth.

5.7 Affix "Cleaned" label and fill the " Equipment Log Book".

5.8 Re-cleaned if not used within 72 hours.

## 6.0 ABBREVIATIONS:

IPA : Iso-Propyl Alcohol

SCP : Standard Cleaning Procedure



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