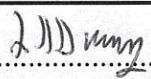
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DOCUMENT APPROVAL

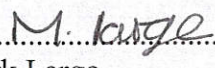
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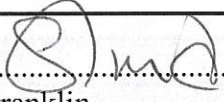
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Signature		Date	06-MAR-15
Print Name	James Drury		
Title	Production Engineer		

Reviewer's Signature:

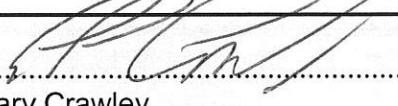
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Signature		Date	06-MAR-15
Print Name	Mark Large		
Title	Team Leader AEUB		

Signature		Date	06 th MAR 15
Print Name	Scott Franklin		
Title	Operations Manager AEUB		

Quality Assurance/Compliance Approver's Signature:

Your signature indicates that this document complies with company standards or guidelines; and that the documentation and information contained herein complies with applicable regulatory, corporate, divisional/departmental requirements, and current Good Manufacturing Practices.

Signature		Date	06 Mar 2015
Print Name	Gary Crawley		
Title	Quality Manager		

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1.0 PURPOSE

- 1.1. The purpose of the document is to define the SOP (Standard Operating Procedures) to be followed by ADVANEX EUROPE Ltd, in order to ensure that the clean room working areas are used and maintained in a controlled and consistent manner to assure compliance with ISO 14644 for the required class of operation and ISO 14698.

2.0 SCOPE

- 2.1. The scope of this documents covers the methods of cleaning the drain tanks as used inside the clean rooms at Advanex Europe Ltd.

3.0 TERMS, DEFINITIONS & ABBREVIATIONS

- 3.1. ISO 14644 – The International Standard Organisation Specification for clean rooms.
- 3.2. ISO 14698 – The International Standard Organisation Specification for Bio contamination control for clean rooms.
- 3.3. Water Authority Consent to Discharge Document.

4.0 HEALTH, SAFETY & ENVIRONMENTAL

- 4.1. Within the factory area safety footwear is mandatory.
- 4.2. Within the factory area the wearing of safety glasses is mandatory.

5.0 ASSOCIATED DOCUMENTS

- 5.1. Correct Usage of Bins for Non-Hazardous Waste Streams (Document Number AEU00396).
- 5.2. Cleanroom Activity Log (Document Number AEU00496).

6.0 PROCEDURE

- 6.1. **General Instructions.**

Note: There Are Two Different Types Of Drain Tank Used, The Only Difference As Far As This Procedure Is Concerned Is The Drainage Hole Positions And The Mesh Assembly, These Differences Are Shown In The Photographs, Were Appropriate.


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Figure 1: The arrangement of the Ultrasonic Cleaner and drain tank.

6.2. Procedure.

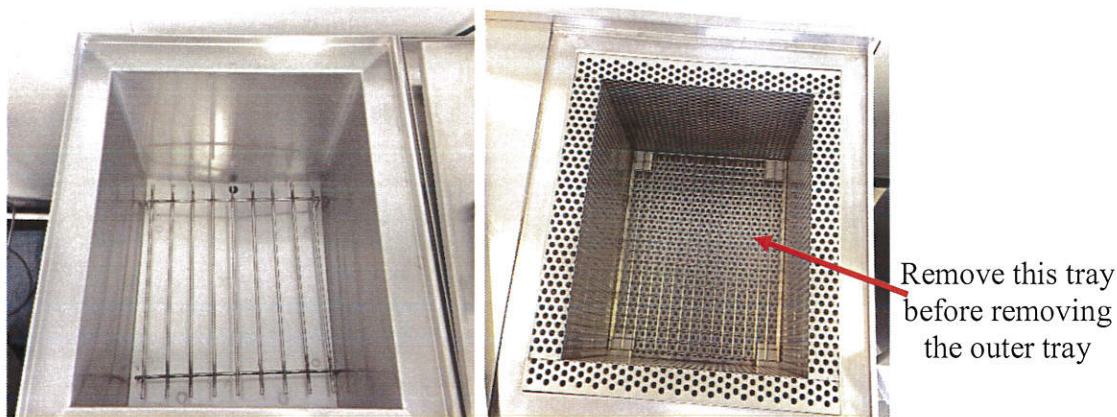


Figure 2: Inside the two different types of Drain tank, shown with the mesh in place.

6.2.1. Open the Drain Tank. Remove the lid of the drain tank and store appropriately.

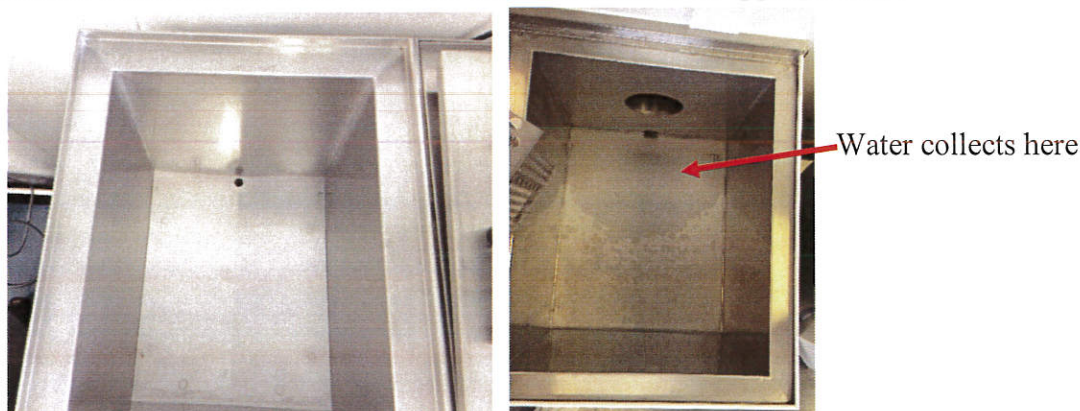


Figure 3: Inside the two different types of drain tank, shown with the mesh removed.

6.2.2. Remove Mesh. Remove mesh and store on the lid of the wash tank.


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Figure 4: Bail out any collected water into a clean bag for disposal outside the clean room.

6.2.3. **Bail Out Any Collected Water.** Bail any collected water out of the tank by use of a flat container in to a bag for disposal in a sink outside the clean room.

6.2.4. **Dry the Tank.** Dry the inner slides and base where drain water might gather using a lint free wipe.



Figure 5: Cleaning the tank, ensuring that all areas are cleaned.

6.2.5. **Clean Inside Tank.** Using lint free wipes and the approved surface cleaning solution that is currently being used for cleaning the clean room down, to ensure that the drain tank and mesh are clean and free from any potential biological growths.

6.2.6. **Rinse Tank.** Using the water guns for the tank if available or bottles of sterile water, rinse away any remaining cleaning chemicals, and re-dry the tank.

6.2.7. **Replace the Mesh.** Replace the mesh as shown in Figure 2:

6.3. Task Completion.

6.3.1. **Dispose of Waste.** Dispose of any collected water into any nearby drain and all used wipes in appropriate general waste bin outside the clean room, as per procedure Correct Usage of Bins for Non-Hazardous Waste Streams (Document Number AEU00396).

6.3.2. **Record Activity.** Record task completion on Cleanroom Activity Log (Document Number AEU00496).