

**DISPOSABLE OF WASTE FROM DIFFERENT DEPARTMENT
TO SCRAP YARD**

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Sr. No.	Area	Scrap/Waste disposal	Done by Sign/date						Checked by Sign/Date					
			Mon	Tue	Wed	Thu	Fri	Sat	Mon	Tue	Wed	Thu	Fri	Sat
1	Tablet	Disposal bins of all areas to be collected												
2	Capsule	Disposal bins of all areas in capsule manufacturing/Filling to be collected.												
3	IPQA	Disposal bins of all areas in IPQA area to be collected												
4	Ointment	Disposal bins of all areas in Ointment to be collected												
5	Warehouse	Disposal bins of all areas in Warehouse to be collected												
6	Office/Corridor	Waste bins and miscellaneous scrap to be collected from office area.												
7	Inspection	Scrap and disposal bins to be collected												
8	QC Chemical	Disposal bins Chemical room, instrument room, QC office room to be collected.												
9	QC Microbiological	Disposal to be collected from micro QC.												
10	Canteen	Waste bins, remaining foods waste etc to be collected from canteen area												

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√-Cleaning done, X-Cleaning not done