

# Non-Working Equipment Standard Operating Procedure

Department: Facilities  
Management  
Date: 12/19/2022  
Sign Off: Director, Facilities  
Management

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## Objective

To provide detailed instructions for corrective action of non-working equipment.

## Scope:

For the breakdown of machinery, equipment or facility infrastructure.

## Responsibility

Operator or technician.

## Warning

Proper P.P.E. must be worn while performing this procedure.

## References

See the ownership manual of the equipment.

## Time

~30-60 minutes

## Procedure

1. Remove any debris on the roof or in the gutters.
2. Assess the flat portion of your roof for punctures, cracks, and blisters.
3. Assess the sloped portion of your roof for deformed edges, buckled shingles, metal corrosion, curling, and granule loss on the shingles.
4. Assess all drains and vents to ensure they are working properly and have no clogs.
5. Inspect chimney and vents.
6. Look at the ceilings inside your facilities and check for cracks, water stains, and water leaks.
7. Ensure there are no missing shingles or tabs.
8. Check for any metal corrosion.
9. Check for surface deterioration on the exterior wall surfaces.

# It System Maintenance Sop Example

**Yijin Wang**



## It System Maintenance Sop Example:

**Validation of Chromatography Data Systems** Robert D McDowall, 2016-11-23 Guiding chromatographers working in regulated industries and helping them to validate their chromatography data systems to meet data integrity business and regulatory needs This book is a detailed look at the life cycle and documented evidence required to ensure a system is fit for purpose throughout the lifecycle Initially providing the regulatory data integrity and system life cycle requirements for computerised system validation the book then develops into a guide on planning specifying managing risk configuring and testing a chromatography data system before release This is followed by operational aspects such as training integration and IT support and finally retirement All areas are discussed in detail with case studies and practical examples provided as appropriate The book has been carefully written and is right up to date including recently released FDA data integrity guidance It provides detailed guidance on good practice and expands on the first edition making it an invaluable addition to a chromatographer s book shelf *Guidelines for Quality Management in Soil and Plant Laboratories* Food and Agriculture Organization of the United Nations, 1998-01-01 **Annual Book of ASTM Standards** American Society for Testing and Materials, 1989 *An Introduction to Computer Integrated Business* Lesley A. Beddie, Scott Raeburn, 1989 *Maintenance Benchmarking and Best Practices* Ralph Peters, 2006-05-23 Over the past decade companies have redirected their maintenance operational focus from internal cost cutting to profit maximization This approach is referred to as profit centered maintenance Peters provides maintenance supervisors and managers with a benchmarking best practices road map called the Maintenance Operations Scoreboard The Scoreboard will allow maintenance managers to determine and quantify benefits and savings b improve craft productivity and c define a strategy to improve efficiency and productivity These things are at the heart of a successful Profit Centered Maintenance organization The author devised Maintenance Operations Scoreboard is used to perform over 200 maintenance evaluations in over 5 000 profit centered maintenance organizations For example at Honda of America it was used extensively to direct maintenance strategy It was later translated into Japanese for presentation to key Japanese executives Another excellent example is Boeing Commercial Aircraft Inc Boeing combined elements from this same Scoreboard with their company wide maintenance goals to develop The Boeing Scoreboard for Maintenance Excellence Over 60 facility maintenance work units at region group and team levels are evaluated at on site visits using the Scoreboard criteria **Infantry**, 1994 *Analytical Method Validation and Instrument Performance Verification* Chung Chow Chan, Y. C. Lee, Herman Lam, Xue-Ming Zhang, 2004-04-09 Validation describes the procedures used to analyze pharmaceutical products so that the data generated will comply with the requirements of regulatory bodies of the US Canada Europe and Japan Calibration of Instruments describes the process of fixing checking or correcting the graduations of instruments so that they comply with those regulatory bodies This book provides a thorough explanation of both the fundamental and practical aspects of biopharmaceutical and bioanalytical methods validation It

teaches the proper procedures for using the tools and analysis methods in a regulated lab setting Readers will learn the appropriate procedures for calibration of laboratory instrumentation and validation of analytical methods of analysis These procedures must be executed properly in all regulated laboratories including pharmaceutical and biopharmaceutical laboratories clinical testing laboratories hospitals medical offices and in food and cosmetic testing laboratories *Practical Guide to Clinical Data Management* Susanne Prokscha,2006-08-01 The management of clinical data from its collection to its extraction for analysis has become a critical element in the steps to prepare a regulatory submission and to obtain approval to market a treatment As its importance has grown clinical data management CDM has changed from an essentially clerical task in the late 1970s and early 1980s to **Annual Book of ASTM Standards** ASTM International,American Society for Testing and Materials,2003 **A Global View of LC/MS** Ross Willoughby,Edward Sheehan,Samuel Mitrovich,1998 Minutes/issue Summaries FASB Emerging Issues Task Force,2003 **USAF Organizational and Field Maintenance, 1 July 1959** ,1959 **Corrugating International** ,1999 *Journal of Systems Management* ,1975 **Capturing and Reporting Electronic Data** Willa Y. Garner,Rodney M. Bennett,Markus Jensen,2002 This volume reviews current data collection systems examines unique approaches to data collection and storage and provides the latest information on regulatory issues on data capture storage and reporting **Computers and Information Systems** Jerome S. Burstein,1986 *Laboratory Information Management Systems* R. D. McDowall,1987 The definitive text on the practical aspects of laboratory information management systems LIMS LIMS provide online information about samples being analyzed in laboratories collect information from laboratory instruments process the results schedule work and carry out routine administrative tasks This introduction to LIMS clearly illustrates how they are helping regulated industries achieve greater efficiency while conforming to good laboratory practices Offers discussions and facts about decision criteria for installation the computer hardware needed choosing a supplier interfacing with analytical equipment and future trends Also includes detailed coverage of implementation databases in house developments and applications in various industries **Managing the Shopping Center** ,1983 Practical Industrial Safety, Risk Assessment and Shutdown Systems Dave Macdonald,2004-01-23 This is a book for engineers that covers the hardware and software aspects of high reliability safety systems safety instrumentation and shutdown systems as well as risk assessment techniques and the wider spectrum of industrial safety Rather than another book on the discipline of safety engineering this is a thoroughly practical guide to the procedures and technology of safety in control and plant engineering This highly practical book focuses on efficiently implementing and assessing hazard studies designing and applying international safety practices and techniques and ensuring high reliability in the safety and emergency shutdown of systems in your plant This book will provide the reader with the most up to date standards for and information on each stage of the safety life cycle from the initial evaluation of hazards through to the detailed engineering and maintenance of safety instrumented systems It will help them develop the

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This book delves into It System Maintenance Sop Example. It System Maintenance Sop Example is a crucial topic that needs to be grasped by everyone, from students and scholars to the general public. This book will furnish comprehensive and in-depth insights into It System Maintenance Sop Example, encompassing both the fundamentals and more intricate discussions.

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