

	Standard Operating Procedure		SOP Number B-301	Revision 4
	Oscillating Grinder		Effective Date <i>04/11/23</i>	Page Page 1 of 3
Written by/ Date <i>M/Swarr 03/08/23</i>	Reviewed by/ Date <i>Antonio Mirallem 03/13/23</i>	Approved by/ Date <i>KB Swarr 03/14/23</i>		
Title: Manufacturing Engineer	Title: Maintenance Manager	Title: Quality Assurance Director		

1.0 Purpose

The purpose of this procedure is to define the process for the operation and cleaning of the oscillating grinder.

2.0 Scope

This procedure applies to the oscillating grinder in operation at Ion Labs, Inc.

3.0 Responsibility

- 3.1 It is the responsibility of Production (Blending) personnel to follow this procedure.
- 3.2 It is the responsibility of the Department Supervisor/Manager to implement this procedure and to ensure that the procedure is being followed.
- 3.3 It is the responsibility of Production and/or Maintenance & Engineering to keep this procedure aligned with current practices.

4.0 Definitions

- 4.1 **IPA** – 70% Isopropyl Alcohol
- 4.2 **Alconox** – A powdered precision concentrated cleaning anionic detergent

5.0 References

- 5.1 B-103, Small Parts Cleaning and General Sanitation
- 5.2 B-105, SOP, Preparation of Cleaning and Sanitizing Chemicals for Production

5.3 B-111, Cleaning of Manufacturing/Production Areas and Equipment

6.0 Procedure

6.1 Operation

- 6.1.1 Before plugging the unit into a power receptacle, ensure that the discharge chute has a plastic or clean cloth sock (if available) attached to direct the discharge into a plastic lined drum.
- 6.1.2 Ensure that the mesh screen is in good condition and installed under the hammer section of the unit.
- 6.1.3 Wear safety glasses to protect the eyes.
- 6.1.4 Begin adding material to be milled through the top hopper.
- 6.1.5 Press the start button on the oscillating grinder.
- 6.1.6 This unit only has one speed. No adjustment is required.
- 6.1.7 The powder will run from the blender and down into the hopper of the oscillator and come out of the discharge chute into the drum underneath.

6.2 Cleaning

- 6.2.1 Prepare cleaning agents as outlined in SOP B-105 Preparation of Cleaning and Sanitizing Chemicals for Production.
- 6.2.2 Follow SOP B-111 Cleaning of Manufacturing/Production Areas and Equipment and SOP B-103 Small Parts Cleaning and General Sanitation to ensure proper cleaning and sanitization are performed for this type of equipment and that these activities are properly documented.
- 6.2.3 Disassembly and unique cleaning steps for this piece of equipment are as follows:

- 6.2.3.1 Dismantle the hopper chute, screen, discharge chute from the main housing, hammer housing cover, and hammer.
- 6.2.3.2 Wash the above parts with Alconox.
- 6.2.3.3 Rinse the parts with potable water and dry with a cloth dampened with IPA.
- 6.2.3.4 Wipe each interior hammer with Alconox.
- 6.2.3.5 Rinse with potable water and dry with a cloth dampened with IPA.
- 6.2.3.6 Wipe the exterior of the machine with a cloth dampened with potable water and dry with a cloth dampened with IPA.
- 6.2.3.7 Apply a small amount of food grade white/clear grease to moving components where needed.

7.0 Revision History

Revision	Date	Description of Changes	CCR #	By
1	07/12/13	New	13-559	B. Mosall
2	09/04/14	Added note for allergen materials. Updated SOP format.	14-0690	K. Burris
3	06/23/15	Moved responsibility to blending. Changed SOP number.	15-0548	E. Cummings
4	03/07/23	Additional operational notes added. Sop contains disassembly and cleaning procedures.	CC-23-0108	M. Busse