

For Restricted Circulation only

 SHAKAMBHARI GROUP #SteelWithin		SHAKAMBHARI ISPAT & POWER LTD. (Formerly known as Ess Dee Aluminium Ltd.)	
STANDARD OPERATING PROCEDURE			
Title: Operation and Maintenance of Air Handling Unit (AHU)			Page No. 1 of 2
SOP No.	Version No.	Effective Date	Next review date
SIPL/ENI/003	00	07.07.2026	06.07.2028

1.0 PURPOSE

- 1.1 To establish a standardized procedure for the safe operation, routine inspection, preventive maintenance, and cleaning of the Air Handling Unit (AHU) to ensure the required environmental conditions are maintained in accordance with pharmaceutical GMP requirements.

2.0 SCOPE

- 2.1 This SOP applies to all Air Handling Units (AHUs) installed in production, packaging, warehouse, laboratory, and other HVAC-controlled areas.

3.0 REFERENCE(S) & ATTACHMENTS**3.1 References**

- 3.1.1 In-house

3.2 Attachments

- 3.2.1 Attachment- I : AHU Operation Log Book SIPL/ENI/003/F01/00
 3.2.2 Attachment- II : PM Check List SIPL/ENI/003/F02/00

4.0 RESPONSIBILITY**4.1 Engineering Department Person:**

- 4.1.1 To carry out the activity.

4.2 Engineering Head:

- 4.2.1 To ensure the execution as per plan.
 4.2.2 To check the effectiveness of the work done.

5.0 DISTRIBUTION

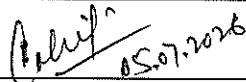
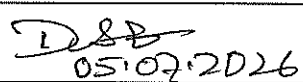
- 5.1 Engineering Department
 5.2 Production
 5.3 Quality Department

6.0 DEFINITION(S) & ABBREVIATION(S)**6.1 Definitions**

- 6.1.1 Nil

6.2 Abbreviations

- 6.2.1 AHU: Air Handling Unit

Prepared By:	Checked By:	Approved By:
 05.07.2026	 05.07.2026	 05.07.2026

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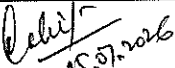
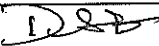
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7.0 PROCEDURE

- 7.1 Before starting, clean the outer surfaces of the AHU using cotton cloth.
- 7.2 Switch on the power supply of the AHU through the push button of the panel located on Utility-1/2/3 panel.
- 7.3 During Preventive Maintenance, ensure the following:
 - 7.3.1 Check the filter (both Pre and Fine) for any blockage. If found blocked, clean the filter using water and air pressure.
 - 7.3.2 Check the tension of the drive belt. If found loose, tighten it properly.
 - 7.3.3 Check the damper (Supply/Return) movement. It should be working properly.
 - 7.3.4 Frequency of the PM shall be every fifteen days.

8.0 REVISION HISTORY

Revision No.	00	Effective Date	07.07.2026	CC No.	NA
Details of revision: New SOP					

Prepared By:	Checked By:	Approved By:
 05.07.2026	 05.7.26	 05.07.2026