

## STANDARD OPERATING PROCEDURE INDEX

Procedure Number	Department	Current Version/ Effective Date	Distribution # of copies	
			QA	MFG
<b>Documentation</b>				
DCMP	Customer Complaints	2/Mar 25,2004	1	1
DRCL	Product Recall	New/Dec 17, 2001	1	1
DRPR	Reprocessing Product	New/Dec 17, 2001	1	1
DRTN	Returned & Salvaged Product	New/Dec 17, 2001	1	1
DTRN	Training	Rev 1/Apr, 2002	1	2
<b>Facility</b>				
FACC	Calibration	New/Feb 14, 2002	1	1
FACM	Maintenance	New/ Feb 14, 2002	1	1
FACP	Pest/Rodent Control	Rev 3/Oct 30, 2003	1	1
FACS	Sanitization & Cleaning	New/Feb 14, 2002	1	1
FACSI	Self Inspection	New/Jan 15, 2003	1	1
<b>Occupational Health &amp; Safety</b>				
OHS1	Respiratory Protection Program	Rev 1/Aug 9, 2002	1	2
OHS2	Hazard Identification Program	New/July 26, 2002	1	2
OHS3	Hazard Communication Program	New/July 26, 2002	1	2
OHS4	Chemical Hygiene Plan	New/July 26, 2002	1	1
OHS5	Hazard Evaluation Program	New/July 26, 2002	1	2
OHS6	Carbon Monoxide Monitor	Rev 1/May 1,2003	1	1
OHS7	Lock Out-Tag Out	Rev 1/Apr 14,2004	1	2
<b>Operations</b>				
OPC1	Cleaning/Sanitization	New/Jan 13,2003	1	2
OPC2	Automated Parts Washer	New/Jan 31,2003	1	2
OPD	Dispensing	Rev 2/Nov 17, 2002	1	1
OPE1	Encapsulation	New/Nov 17, 2002	1	2
OPF1	Powder Filling	New/Sept 19, 2002	1	2
OPG	General	Rev1/Dec 22, 2003	1	2
OPM	Mixing	Rev2/Oct 20, 2002	1	1
OPNEO	New Employee Orientation	Rev 1/Jan 7,2003	1	2
OPL1	Labeling	Rev 4/Nov 21, 2003	1	1
OPL2	Printing of Case Labels	New/June 18, 2003	1	1
OPP2	Bottling	Rev 1/Jan 13, 2003	1	2
OPP3	Packaging Components	New/Feb 14, 2001	1	1
<b>Quality Control Laboratory</b>				
QDEV	Deviation	New/Dec 2, 2002	1	1
QCE	Expiration Dating	New/Feb 14, 2002	1	1
QINV	Investigation	New/Dec 2, 2002	1	1
QMFP	Lab Method Finished Product	New/Dec 20, 2002	1	1

**STANDARD OPERATING PROCEDURE  
INDEX**

<b>Procedure Number</b>	<b>Department</b>	<b>Current Version/ Effective Date</b>	<b>Distribution # of copies</b>	
QMICP	Lab Method ICP	New/Jan 06,2003	1	1
QMMD	Lab Method Microwave	New/Jan 06,2003	1	1
QMMF	Master Manufacturing Formulas	New/Dec 29,2003	1	1
QMNIR	Lab Method NIR	Rev 1/Jan 10,2003	1	1
QMRM	Lab Method Raw Material	New/Jan 06,2003	1	1
QRM	Testing Incoming Raw Materials	New/Nov 21-2003	1	1
QRR	Records Retention	New/Nov 21-2003	1	1
QSTAB	Product Stability Program	New/Dec 2, 2002	1	1
QSV	Supplier Validation	New/July 1, 2003	1	1
QTS	Testing Standards	New/Nov 21-2003	1	1
QYR	Yield Reconciliation	New/Nov 21-2003	1	1
<b>Warehouse</b>				
WHR1	Receiving-Material Handling	Rev 3/July 14, 2003	1	1
WHR2	Raw Material Labeling	New/June 18, 2003	1	1
WHS	Shipping	New/Apr 30, 2002	1	1