LOGO	Xxxxxx Department Xxxxxx Division/Function	SOP #
		Revision #
		Implementation Date
Page #	1 of xx	Last Reviewed/Update Date
SOP Owner		Approval

Standard Operating Procedure

	Durnaga
1.	Purpose
2.	Scope
З.	Prerequisites
4.	Responsibilities
5.	Procedure
5.	Procedure
6.	References
7.	Definitions