

Revision History and Approval Signatures

This SOP section details the **revision history and approval signatures**, documenting all updates made to the procedure, including dates, descriptions of changes, and authorized personnel responsible for approving each revision. This ensures a clear record of the document's evolution and maintains accountability and traceability for compliance and quality control purposes.

Revision History

Revision Number	Effective Date	Description of Change	Author(s)	Approved By
1.0	YYYY-MM-DD	Initial release.	First Last	First Last

Approval Signatures

Prepared by:

Date:

Reviewed by:

Date:

Approved by:

Date: