# STANDARD OPERATING PROCEDURE FOR

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| --- | --- |
| SOP NUMBER: | TASC SOP0XX vX |
| AUTHOR: | Name |
| EFFECTIVE DATE: | Day Month Year |
| REVIEW DATE: | Day Month Year |

## **1. PURPOSE**

## **2. SCOPE**

## **3. RESPONSIBILITIES**

## **4. PROCEDURE**

## **5. ABBREVIATIONS & DEFINITIONS**

## **6. ASSOCIATED DOCUMENTS & REFERENCES**

## **7. DOCUMENT HISTORY**

***History prior to 2021 is in the archived SOPs available from TASC Quality Assurance Dept.***

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| --- | --- | --- | --- |
| **Version**  **Number:** | **Reviewed By (Job Title):** | **Effective Date:** | **Details of editions made:** |
|  |  |  |  |

## **8. APPROVALS**

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| --- | --- |
| **Approved by:** | **Date:** |
| , TASC Quality Assurance Manager,  on behalf of TASC Clinical Research Guidelines Committee |  |