

Project title	
Purpose <i>Why the SOP is needed</i>	
Scope <i>Who the SOP applies to</i>	
Responsibility <i>Roles of individuals (e.g., lab technician, principal investigator)</i>	
References <i>Cited guidelines, manuals, or literature</i>	
Principle <i>Rationale or justification</i>	
Materials and supplies	

Procedure