



## STANDARD OPERATING PROCEDURE

<b>Department:</b> Microbiology	<b>SOP No.:</b>
<b>Title:</b> Cleaning, Operation and Calibration of Colony Counter	<b>Effective Date:</b>
<b>Supersedes:</b> Nil	<b>Review Date:</b>
<b>Issue Date:</b>	<b>Page No.:</b>

### **PURPOSE:**

The purpose of this SOP is to lay down a procedure for the cleaning, operating and calibrating the colony counter.

### **SCOPE:**

This SOP describes the cleaning, operation and calibration of colony counter used in microbiology laboratory.

### **RESPONSIBILITY:**

Officer/Executive - Quality Control.

### **ACCOUNTABILITY:**

Head –QC department.

### **PROCEDURE:**

#### **1.0 Cleaning and operating procedure**

- 1.1 Clean the colony counter with lint free cloth.
- 1.2 Clean the magnifying lens with lint free cloth.
- 1.3 Switch on the main power supply to the colony counter.
- 1.4 Press the “MAINS” switch on the panel to start the instrument. The digital display will display ‘0’.
- 1.5 Place the petridish in which colonies has to be counted in inverted position on the stage below the magnifying lens.
- 1.6 Check the ink in the probe before taking the count.



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- 1.7 Observe through the magnifying lens mark the colonies with the help of the probe pen by pressing it lightly on the petridish till a beep is heard. The count will display on the digital counter.
- 1.8 After counting the colonies, remove the petridish from the stage.
- 1.9 Press the 'RESET' key before checking the colonies of another plate. Ensure that the digital display reads '0'.
- 1.10 Press the 'MAINS' key to switch off the instrument.
- 1.11 After use, once again clean the instrument with lint free cloth.
- 2.0 Calibration procedure (Frequency: Once in 6 months and after each maintenance job).**
- 2.1 Check the colony counter is properly connected to the power supply.
- 2.2 Check the ink in the probe pen before taking count. Ensure that the digital display displays '0'.
- 2.3 Manually press the probe pen lightly against a clean glass surface 25, 50, 100, 150, each time ensuring that a beep is heard.
- 2.4 After marking the colonies with probe pen 25, 50, 100, 150 on the glass surface, check the display on the digital counter.
- 2.5 The count display should be 25, 50, 100, 150  $\pm$  01.
- 2.6 Report any discrepancy at the time of calibration or operating the instrument, to the head-QC Department.
- 2.7 Maintain the record of calibration of colony counter as per Annexure-I.

### ANNEXURE(S):

Annexure-I: Calibration Record of Colony Counter Annexure I

### REFERENCES:

NIL.