



STANDARD OPERATING PROCEDURE

Department: Microbiology

SOP No.:

Title: Operation of Heating Block

Effective Date:

Supersedes: Nil

Review Date:

Issue Date:

Page No.:

1.0 OBJECTIVE

1.1 To lay down the procedure for operation of heating block.

2.0 SCOPE

2.1 This procedure is applicable for Microbiology Laboratory.

3.0 RESPONSIBILITY

3.1 Microbiologist is responsible for operation of heating block.

4.0 ACCOUNATABILITY

4.1 Head Microbiology

5.0 EHS CONSIDERATIONS

5.1 Be careful of electrical connections.

6.0 PROCEDURE

6.1 Check and ensure the heating block is calibrated.

6.2 Switch "ON" the mains switch of the equipment placed on the control panel of the instrument.

6.3 Set the temperature to 37°C by pressing the SET button and rotating the temperature knobs.

6.4 Heater will start, which is indicated by glowing of red indicator. When temperature reaches 37°C, heater will stop functioning automatically.

6.5 Observe the displayed temperature for 30 minutes, if it is constant, proceed for test.

6.6 If it is not constant, immediately inform to your superior for further action.

6.7 After completion of work, switch off the mains and clean with mop.

6.8 If any spillage during testing remove both the well box carefully and clean with mop moistened with disinfectant solution.

6.9 After cleaning, fix the well boxes in their respective place.



PHARMA DEVILS
MICROBIOLOGY DEPARTMENT

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7.0 DEFINITIONS AND ABBREVIATIONS

7.1 °C - Degree Centigrade

8.0 REFERENCE

8.1 NA

9.0 ANNEXURES

9.1 Annexure I: Heating block usage record

10.0 DISTRIBUTION DETAILS

10.1 Controlled copy of this SOP shall be distributed to Quality Assurance and Microbiology.

11.0 REVISION HISTORY

Supersedes SOP No.	Change Control No.	Reason for revision

