



PHARMA DEVILS

PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Title: Cleaning, Calibration and Operation of Colony Counter

SOP No.:		Department:	Microbiology
		Effective Date:	
Revision No.:	00	Revision Date:	
Supersede Revision No.:	Nil	Page No.:	1 of 5

1.0 OBJECTIVE:

To lay down procedure for cleaning, calibration and operation of colony counter.

2.0 SCOPE:

This SOP is applicable for colony counter, Model No. -ECC 677 - 608/0706, Make - Electron used in microbiology laboratory.

3.0 RESPONSIBILITY:

Prepared by - Executive Microbiology

Checked by - Assistant Manager Microbiology / QC

Approved by - Head QA, QC

4.0 PROCEDURE:

4.1 Operation

- 4.1.1 Switch ON the main power supply.
- 4.1.2 Switch ON the machine by pressing it's power button.
- 4.1.3 Place the Petri plate having colonies on the wolffhuegel glass of the colony counter.
- 4.1.4 Connect and press the plug of the auto mark pen to the probe socket provided.
- 4.1.5 The colony counter will switch on and will illuminate wolffhuegel glass.
- 4.1.6 Focus the magnifying lens, this use for accurate counting of small or closely spaced colonies with out straining the eye.
- 4.1.7 Reset the automatic counter by pressing the reset button. The counter should read 0000.
- 4.1.8 Remove the cap of the auto marker pen and touch the marking point of the pen on the Petri plate where a colony is located.
- 4.1.9 Press the pen gently. The counter will register a count with a beep as each colony is marked on the Petri plate, counting till all the colonies are counted.



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4.1.10 The number of times pen is pressed on the surface of plate the number of colonies will be displayed on the digital display.

4.1.11 After counting turn 'OFF' the colony counter by pressing the 'ON/OFF' switch.

4.1.12 Keep the cap on the auto marker pen when not in use.

4.2 Cleaning

4.2.1 Switch off the colony counter and remove its power cord from the main switch.

4.2.2 Clean the colony counter with a clean dry soft cloth everyday.

4.2.3 Wipe the colony counter with a clean cloth wetted with disinfectant.

4.2.4 Now plug the power switch in the power socket and switch it on.

4.3 Calibration

4.3.1 Take one Petri plate and press the pen exactly for 50 times on the surface of Petri plate.

4.3.2 Note down the reading on the digital display.

4.3.3 The digital display should show the 50 reading.

4.3.4 Frequency of calibration is once in a month.

5.0 SAFETY & PRECAUTIONS:

6.1 Make sure to remove electrical connections before any maintenance or cleaning.

6.2 Make sure that zero reading on display before starting the count.

6.0 REVISION HISTORY:

Revision No.	Reason for Revision	Superseded from & Date
00	First Issue	-----



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Revision No.:	00	Revision Date:	
Supersede Revision No.:	Nil	Page No.:	3 of 5

7.0 REFERENCES:

Not applicable.

8.0 ABBREVIATIONS:

SOP : Standard Operating Procedure

9.0 ANNEXURES:

Annexure - I : Calibration record of colony counter



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Revision No.:	00	Revision Date:	
Supersede Revision No.:	Nil	Page No.:	4 of 5

ANNEXURE - I CALIBRATION RECORD OF COLONY COUNTER

Colony Counter ID - _____ Date of Calibration _____

No. of time pen pressed on the Petri plate	Reading display on digital display	Remarks
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
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Revision No.:	00	Revision Date:	
Supersede Revision No.:	Nil	Page No.:	5 of 5

No. of time pen pressed on the Petri plate	Reading display on digital display	Remarks
25		
26		
27		
28		
29		
30		
31		
32		
33		
34		
35		
36		
37		
38		
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Done By :
(Date & Sign)

Checked By :
(Date & Sign)