

SAFE OPERATING PROCEDURE (WASHING LABORATORY GLASSWARE)

LOCATION DETAILS

School/Branch: School Medical Sciences, Pharmacology

SAFE OPERATING PROCEDURE DETAILS

Task/activity (including specify particular equipment, substance) Washing Laboratory Glassware, Clinical Pharmacogenomics Lab, N533	Date prepared: 19/8/2008
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PREPARED BY Name, Position and Signature (insert names of the supervisor, HSR, HSO and operator involved)

Name Dr Janet Coller	Position FTT Fricker Research Fellow	Signature
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RISK ASSESSMENT

Has a risk assessment been completed and have all other environmental considerations been made? Yes <input type="checkbox"/> No <input type="checkbox"/>	See Risk Assessment dated: / /	Risk Rating: <input type="checkbox"/> Low <input type="checkbox"/> Medium <input type="checkbox"/> High <input type="checkbox"/> Very High
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SAFE OPERATING PROCEDURE DETAILS

Procedure (Include control measures listed in risk assessment within the procedure):

The following safety precautions must be adhered to:

- Laboratory coat, safety glasses and nitrile or latex gloves must be worn at all times.
- Any water spills must be mopped up immediately to prevent accidents in the laboratory.

Procedure:

YOU MUST BE TRAINED PRIOR TO PERFORMING THIS PROCEDURE. YOU MUST READ THE MSDS FOR PYRONEG PRIOR TO ATTEMPTING THIS PROCEDURE FOR THE FIRST TIME.

1. Once you finish using glassware it must be placed in the wash-up tub on the edge of the sink containing tap water and pyroneg detergent to soak for at least one day. For large bottles simply rinse with tap water once, add a small amount of pyroneg and fill to top of bottle with tap water.

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2. Following adequate soaking time, use the bottle brushes to scrub clean the inside of the glassware or schott bottle lids, and then tip dirty water into sink.
3. Rinse all glassware four times with hot tap water, followed by four rinses with MilliQ water in container above the sink.
4. Place clean glassware to dry upside down in racks at room temperature on lab bench or if needed sooner, in drying cupboard located outside Rm 513. Do not leave in cupboard for longer than 24hr.
5. When finished with wash up bucket, tip out dirty water and refill with clean water containing pyroneg. Or if not going to be used for an extended period of time, rinse and store safely.

Contact person for this SOP: Dr J Coller, Rm N513, ext 33906

Note: This Safe Operating Procedure must be reviewed :

- a) after any accident, incident or near miss;
- b) when training new staff;
- c) if adopted by new work group;
- d) if equipment, substances or processes change; or
- e) within 5 years of date of issue.