

CURRENT

Category: General SOP for instruments in Genetics laboratory.

Title: Operating the Cooling Centrifuge in the Department of Clinical Pharmacology, K.E.M Hospital, Mumbai.

SOP No.: Pre-PCR INS-01

Date first effective: 1st January 2025

Review date: 31st Dec 2025

Department of Clinical Pharmacology, 1st floor, New MS building Seth GS Medical College & KEM Hospital, Parel, Mumbai 400012.

Category: General SOP for instruments in Genetics laboratory.

Title: Operating the cooling centrifuge in the Department of Clinical Pharmacology, K.E.M Hospital, Parel, Mumbai.

SOP No.: Pre-PCR INS-01

Total pages: 06

Date first effective: 1st January 2025

Review date: 31st Dec 2025

Version: 01

Author: Divya Bhare
Lab Technician

Divya Bhare
30 Dec/2024

Signature with date:

Reviewer 1: Dr. Bhaskar Krishnamurthy
Assistant Professor

Signature with date:

BK
30/DEC/2024

Dr. Bhaskar Krishnamurthy
Assistant Professor,

Department of Clinical Pharmacology,
Seth GSMC and KEMH, Mumbai -400 012.

Reviewer 2: Dr. Mahesh Belhekar
Associate Professor

bell
30/Dec/2024
Dr. Mahesh N. Belhekar
Associate Professor
Department of Clinical Pharmacology
New MS Building, First Floor,
Seth GS Medical College and KEM Hospital
Acharya Donde Marg, Parel,
Mumbai - 400 012, India

Signature with date:

Approved by: Dr. Nithya Gogtay
Professor and Head

Signature with date:

Nithya
30/12/24

Dr. Nithya Gogtay
Professor & Head
Department of Clinical Pharmacology
1st Floor, MS Building,
Seth GS Medical College & KEM Hospital,
Parel, Mumbai - 400 012.

Category: General SOP for instruments in Genetics laboratory.

Title: Operating the Cooling Centrifuge in the Department of Clinical Pharmacology, K.E.M Hospital, Mumbai.

SOP No.: Pre-PCR INS-01

Date first effective: 1st January 2025

Review date: 31st Dec 2025

Department of Clinical Pharmacology, 1st floor, New MS building Seth GS Medical College & KEM Hospital, Parel, Mumbai 400012.

Table of contents

No.	Contents	Page No.
1.	Purpose	3
2.	Scope	3
3.	Responsibilities	3
4.	References to other applicable SOPs	3
5.	Detailed Instructions	4
6.	Picture	5-6

Category: General SOP for instruments in Genetics laboratory.

Title: Operating the Cooling Centrifuge in the Department of Clinical Pharmacology, K.E.M Hospital, Mumbai.

SOP No.: Pre-PCR INS-01

Date first effective: 1st January 2025

Review date: 31st Dec 2025

Department of Clinical Pharmacology, 1st floor, New MS building Seth GS Medical College & KEM Hospital, Parel, Mumbai 400012.

Purpose: The purpose of this Standard Operating Procedure (SOP) is to describe the method for operating the cooling centrifuge for centrifugation of biological fluids in Department of Clinical Pharmacology (DCP), Seth GS Medical College and KEM Hospital, Mumbai.

Scope: This SOP is limited for operating the cooling centrifuge of the fluids.

Responsibilities:

Primary Responsibility: Divya Bhare
Lab Technician

Divya Bhare
30/Dec/2024

Secondary Responsibility: Dr. Sheetal Kudtarkar
Project Scientist

Sheetal Kudtarkar
30/12/24

References: Operational manual

Category: General SOP for instruments in Genetics laboratory.

Title: Operating the Cooling Centrifuge in the Department of Clinical Pharmacology, K.E.M Hospital, Mumbai.

SOP No.: Pre-PCR INS-01

Date first effective: 1st January 2025

Review date: 31st Dec 2025

Department of Clinical Pharmacology, 1st floor, New MS building Seth GS Medical College & KEM Hospital, Parel, Mumbai 400012.

Detailed Instructions:

1. Switch ON the wall socket to start the centrifuge 5804R.
2. Switch ON the power button provided on the right side of the centrifuge.
3. On switching it on, the open key & digital display will light up.
4. Now set the required temperature by select the 'temp key' and adjust it using the arrow key till the required temperature is displayed on the temperature indicator display.
5. Allow the centrifuge to cool to the desired temperature.
6. Then adjust the RPM by pressing 'speed' adjust it using the arrow key button the desired RPM which is displayed on the RPM screen.
7. Set the required time by pressing the 'time' adjust the centrifuge time using the arrow keys, push button till it is shown on the display screen. 1-99 minutes can be set.
8. Press open button.
9. Now symmetrically load the sample tubes to balance the rotor.
10. Close the lid.
11. Press start/stop button.
12. When complete the run open key will light up.
13. Then press open key and remove the samples.
14. Clean the rotor using cotton to remove any traces of moisture.
15. Keep the lid open after use to allow drying of the droplets inside and then shut the lid.
16. Switch OFF the machine.

Category: General SOP for instruments in Genetics laboratory.

Title: Operating the Cooling Centrifuge in the Department of Clinical Pharmacology, K.E.M Hospital, Mumbai.

SOP No.: Pre-PCR INS-01

Date first effective: 1st January 2025

Review date: 31st Dec 2025

Department of Clinical Pharmacology, 1st floor, New MS building Seth GS Medical College & KEM Hospital, Parel, Mumbai 400012.

COOLING CENTRIFUGE



Category: General SOP for instruments in Genetics laboratory.

Title: Operating the Cooling Centrifuge in the Department of Clinical Pharmacology, K.E.M Hospital, Mumbai.

SOP No.: Pre-PCR INS-01

Date first effective: 1st January 2025

Review date: 31st Dec 2025

Department of Clinical Pharmacology, 1st floor, New MS building Seth GS Medical College & KEM Hospital, Parel, Mumbai 400012.



Rotor