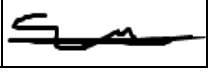
National Public Health Laboratory	Code:	E2A1
	Version:	V1
	Effective per:	10-10-2013
	Retrieve per:	10-10-2015
	Pages:	1
	Signature authorizer:	

Annex 1: Bench aid for Use of the Centrifuge NPHL C003

This bench aid provides only the procedure for routine use of Centrifuge NPHL C003. For further information: consult the SOP for Use and Maintenance of Centrifuge NPHL C003 (SOP E05V3).

1. Before use, check the inside of the centrifuge and the rotors to ensure that everything is dry. If there is any sign of corrosion, discontinue use until the corroded part has been repaired by a qualified service technician.

2. Check that shock-absorbing pads are in the bottom of the centrifuge buckets.

3. Balance the opposing buckets by weighing them with their tubes on an open two-pan balance. Add water to an empty tube placed in the buckets to achieve final balance. NEVER add water to a specimen to balance tubes. Never fill centrifuge tubes to more than three-quarters capacity.

4. Symmetrically distribute balanced tubes in opposing buckets. Always operate the centrifuge with all buckets in place, even if two opposing buckets are empty.

5. Switch on and follow the manufacturer's instructions to set the centrifugation conditions: 3000g, 15–20 minutes, 8–10 °C.

6. Close and lock the lid.

7. Start the centrifuge cycle.

8. While the centrifuge is reaching full speed, keep your hand on the centrifuge to detect excessive vibration (usually due to improper balance). If excessive vibration occurs, or if a crack is heard or tube breakage is suspected, switch off the centrifuge.

9. Open the centrifuge only after the signal for end of centrifugation is seen.

10. Remove the sealed buckets (not tubes) slowly and carefully to prevent re-suspension of the sediments. Place the buckets inside the BSC. In the BSC, carefully open the buckets; check for tube damage before removing tubes from the buckets.

11. Sediments and supernatants should be visible after centrifugation.

12. When the centrifuge is under refrigeration, leave the top closed to avoid condensation.