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	<p>INSTRUMENT: VACUUM PUMP</p>	<p>PAGE NO.: 01-02</p>
	<p>MAKE: Totaline MODEL: VP 250 PROCURED ON: 29-05-2010</p>	<p>EFFECTIVE DATE: 01/01/2022</p>
	<p>SUBJECT: SOP FOR VACUUM PUMP</p>	<p>REVIEW PERIOD: 31/12/2022</p>

Objective:

The following document describes the standard operating procedure for Stage vacuum pump.

Scope:

Stage vacuum pump/Vacuum filtration is used for quick filtration with the help of *Büchner* funnel and vacuum pump.

Procedure:

1. Filtration setup is made ready using conical flask, *Büchner funnel* and *whatman filter paper*.
2. Place the whatman filter paper in the *Büchner funnel* and place above the funnel with the help of rubber cork.
3. Connect the flask to the vacuum pump with the help of rubber pipe.
4. Plug in to ensure the power supply.
5. Switch **ON** the main power supply.
6. Wet the filter paper with the solvent/ water to ensure correct placement of filter paper.
7. Then pour the solution to be filtered.
8. After filtration is completed, switch **OFF** the main power supply.
9. Release the vacuum from the flask by slowly removing the rubber pipe.

Precaution:

- Ensure that the *Büchner funnel* is placed above the flask with the help of rubber cork to create and maintain vacuum.
- If rubber cork is not placed, then the flask may break.
- Monitor appropriate pressure of vacuum pump.

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