


STANDARD OPERATING PROCEDURE OF DIGITAL WEIGHING BALANCE

 BLDEA'S Shri Sanganabasava Mahaswamiji College of Pharmacy & Research Centre Vijayapur 586103	DEPARTMENT : PHARMACEUTICS	SOP NO: Company Name: Shimadzu Model no: 310
	AREA: PHARMACEUTICS LAB	PAGE NO:1 -2
	SUBJECT: SOP FOR DIGITAL WEIGHING BALANCE	EFFECTIVE DATE: 25/2/2022
		REVIEW PERIOD: 25/2/2023

Purpose:

To provide a procedure for the operating of Digital weighing Balance

Scope:

Applicable to operation of Digital weighing Balance

References:

Instrument Manual

Safety Issues and Precautions:

- Wore Head cap, Mask, Hand gloves and other safety requirements during the performance of stated activity
- Please make the entry of Usage with require details in the Instrument log book
- Handle the Instrument properly with care
- After using the apparatus please clean the instrument and accessories and keep it clean

Procedure:

- 1) Plug in to ensure the power supply.
- 2) Switch **ON** the main power supply and instrument mains.

- 3) Make sure the weighing pan is free of particles.
- 4) Ensure that the initial weight that is displaying is **ZERO**.
- 5) Place the weighing vessel, weigh boat, or weighing paper on the balance pan.
- 6) Press on the **TARE** button so the display reads **ZERO**.
- 7) Using a spatula or sampling tool, transfer the substance being measured into the weighing vessel placed on the balance pan.
- 8) Record the mass of the object as displayed.
- 9) Do not exceed the limit of precision of the instrument. This is a major reason for error in measurement.
- 10) After use **SWITCH OFF** the balance.

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