


# STANDARD OPERATING PROCEDURE OF DIGITAL BALANCE

 B.L.D.E.A'S SSM COLLEGE OF PHARMACY AND RESEARCH CENTRE, VIJAYAPUR-586 103	<b>DEPT: PHARMACEUTICS</b>	<b>SOP NO:</b>
	<b>AREA: PHARMACEUTICS LABORATORY</b>	<b>PAGE NO: 1 - 2</b>
	<b>SUBJECT: SOP OF DIGITAL BALANCE</b>	<b>EFFECTIVE DATE: 25/02/2022</b> <b>REVIEW PERIOD: 25/02/2023</b>

## **Purpose:**

To provide a procedure for the operating of Digital balance

## **Scope:**

Applicable to operation of Digital 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

## **Procedure:**

- 1) Make sure that the balance is kept clean.
- 2) Ensure that the calibration status is valid.
- 3) Ensure that spirit level is in the centre of the circle.
- 4) Connect the power cable to the mains and switch 'ON'.
- 5) Automatically self checking starts from "che-3" & ends with OFF.
- 6) Press ON/OFF key, all the display will glow.
- 7) Press "TARE KEY", 0.00000 marks appears on the display.

- 8) The stability of the reading is obtained which is indicated by an arrow mark on the left side of the display.
- 9) Once the stability is attained, the balance is ready for weighing.
- 10) Placed material to be weighed on the pan & note down reading after the arrow mark appears on the left side of the display.
- 11) After completion of weighing press, "ON/OFF" key. "Stand by" light glows.
- 12) Clean the balance immediately after weighing.

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