

DEPARTMENT OF MOLECULAR AND CELLULAR BIOLOGY

SAFE OPERATING PROCEDURE

MILLIPORE SUPER-Q WATER SYSTEM

Purpose:

To provide safe operation and instruction for the Millipore Super-Q water system for staff members in the Department of Molecular and Cellular Biology.

Department of Molecular and Cellular biology: Millipore Super-Q locations:

SCIE 4203 / SCIE 2202/ SCIE 4104B (Wash up/Media Prep only).

IN CASE OF EMERGENCY:

Please turn off main water supply shut off valve. Large **RED valve** located directly beneath the Super-Q or underneath sink basin/metal desk in SCIE 2202. In OFF position, the **RED valve** should be perpendicular to the main water pipe.



Safety Precautions:

- Please exercise caution to the other equipment located in proximity to the Super-Q systems.
- Assistance may be required to turn off the water flow when filling carboys to avoid spillage.
- In the event of any spillage, please clean up immediately to avoid slippage and potential damage to nearby equipment.
- Do **NOT** use the sink for disposal of biological waste. It is only to be used for water overflow.

IN THE EVENT OF AN EMERGENCY, ISSUES OR CONCERNS, PLEASE

CONTACT: JAMIE JONES EXT. 53816, SCIE 4482.

OUTSIDE OF REGULAR WORK HOURS, CONTACT CAMPUS SECURITY AT:

EXT 2000

Note: The Meg--O-Meter on control box should read 18 MΩ. LCD will be green.

A minimum reading of 14 MΩ is required. Below this value indicates a filter change is required.

Operating Procedure:

1. If system is in OFF position, turn main system power on. (Right side of control box).
2. Place tubing inside carboy to be filled. (For Room 4402, connect the tubing extension to the grey plastic connector).
3. Toggle the switch from STANDBY to OPERATE (bottom right of the control box).
4. Allow the MΩ meter to reach 14 MΩ or higher. 18 MΩ is optimal.
5. **Turn the black knob Counter Clockwise from RECIRCULATE to PRODUCT** (Top right of the control box).
6. Fill carboy. Approximate volume is 6L/minute.
7. When carboy is near full, **turn the black knob Clockwise from PRODUCT to RECIRCULATE**. Allow water to drain out of hose. (For SCIE 4402, Remove the hose extension and allow tubing to drain. Hang up out of the sink to not contaminate the tubing. Ensure that the main line hose is able to drain into the sink and is still attached to the wall mounts (the hose should drain by gravity flow).
8. **Toggle the switch from OPERATE to STANDBY.**
9. Clean up any water spillage and please sign and record the amount of water used in the log book.

Shutdown Procedure (Nights and Weekends):

1. Place the toggle switch in the STANDBY position.
2. Ensure that the pressure has dropped to at least 8-10 PSI.
3. Black Knob should be in the RECIRCULATE position.
4. Turn system power OFF (Right side of the Control Box).