

# Distel Laboratory Disinfectant

## PRODUCT APPLICATION FOR THE DECONTAMINATION OF PIPETTES

The following are recommended decontamination procedures for all models. Please note that these instructions are intended as a **GUIDE ONLY** and all pipettes requiring decontamination must be decontaminated according to a) your institution's own guidelines and b) the type of contaminant present.

All pipettes for servicing must be accompanied by a completed Decontamination Declaration (see over) stating that the pipette is safe for us to work on, irrespective of whether the pipette required decontamination or not.

### General daily cleaning / decontamination

- ▶ 1:100 dilution is generally recommended, 1:10 if the pipette has been in contact with blood or other biohazards
- ▶ Spray or wipe handle and shaft (insuring the tip ejector button and volumeter are also cleaned)
- ▶ Leave for a minimum contact time of 10 minutes

### Complete decontamination

- ▶ 1:100 dilution is generally recommended, 1:10 if the pipette has been in contact with blood or other biohazards
- ▶ Use a container that is deep enough to immerse the parts completely. **(NOTE: Electronic pipettes must not be submerged in any liquids)**
- ▶ Dismantle the pipette (as specified by the manufacturer) and place only parts that can be immersed, eg tip holder, piston, tip ejector etc completely into the solution for 30 minutes
- ▶ Remove parts and rinse with de-mineralised water
- ▶ Lie on a lint-free cloth and place in a dry oven at 60°C for at least one hour or until dry. Alternatively, place on the bench on a lint-free cloth and air dry for approximately 4 hours
- ▶ Reassemble the pipette following the manufacturer's instructions.
- ▶ If complete decontamination is required prior to servicing, please ensure all parts are completely dry before reassembly and presenting for servicing!

| Concentrate   |   |  | Spray   | Cloth Wipes   | Pump   |
|---|---|--|---|---|--|
| <br><b>1 Litre Self-Dosing Bottle</b><br>Clear, Unfragranced<br>100% conc. | <br><b>5 Litre Pump Container</b><br>Clear, Unfragranced<br>100% | <br><b>5 Litre Pump Container</b><br>Blue, Eucalyptus<br>100% | <br><b>500ml Trigger Bottle</b><br>Clear, Unfragranced<br>1:10 | <br><b>Dispensing Drum of 100 Wipes</b><br>Clear, Unfragranced<br>1:10 | <br><b>Reusable Pump</b><br>for use with 5L container |
| TM305-C<br>6 bottles<br>TM305<br>2 bottles  | TM309-C<br>3 bottles<br>TM309<br>1 bottle   | TM308-C<br>3 bottles<br>TM308<br>1 bottle  | TM328-C<br>6 bottles<br>TM328<br>1 bottle   | TM353-C<br>12 drums<br>TM353<br>1 drum  | n/a<br>TR021<br>each   |



## PIPETTE DECONTAMINATION DECLARATION

|  |   |  |   |
|--|---|--|---|
| <b>Company:</b>  | <b>Contact:</b>   |  |   |
| <b>Address:</b>  | <b>Department:</b>  |  |   |
|  | <b>Group Name:</b>  |  |   |
|  | <b>Tel:</b>   |  |   |
|  | <b>Mobile:</b>  |  |   |
|  | <b>Email:</b>   |  |   |
| <small>(Purchase Order No. must be provided)</small>   |   |  |   |
| <b>PURCHASE ORDER No.</b>  | <b>Grant No.</b>  |  |   |
| <b>Quote No.</b>   | <b>Vat Exempt?</b> Yes <input type="checkbox"/> if YES, incl. Cert. No <input type="checkbox"/> |  |   |
| <b>Service Level</b> <i>Tick ONE box only. A separate form must be used for each Service Level</i>   |   |  |   |
| QuickCal <input type="checkbox"/>  | 1-STAR <input type="checkbox"/>   | 2-STAR <input type="checkbox"/>                | 3-STAR <input type="checkbox"/>               |
|  | 1-STAR no ext. clean <input type="checkbox"/>   | 2-STAR no ext. clean <input type="checkbox"/>  | 3-STAR no ext. clean <input type="checkbox"/> |
| <b>Do you require a due date on your calibration sticker?</b> Yes <input type="checkbox"/> <i>If Yes, specify duration: _____ months</i> No <input type="checkbox"/>                                   |   |  |   |
| <small>NOTE: If no duration is specified we will put a duration of 6 months on the label</small>   |   |  |   |
| <b>Make / Model of Pipettes to be Serviced</b>   | <b>Qty</b>  | <b>Make / Model of Pipettes to be Serviced</b> | <b>Qty</b>                                    |
|  |   |  |   |
|  |   |  |   |
|  |   |  |   |
| <b>A Did the pipettes listed require decontamination?</b> Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If No, go to B</i>   |   |  |   |
| <b>Nature of contaminant:</b>  |   |  |   |
|  |   |  |   |
| <b>Method of decontamination:</b>  |   |  |   |
|  |   |  |   |
| <small>NOTE: Pipettes must be completely dry when presented for servicing</small>  |   |  |   |
| <b>Decontaminated by:</b>  |   | <b>Date:</b>                                   |   |
|  |   |  |   |
| <b>B Are any special precautions required when handling the pipettes?</b> <i>If yes, please specify.</i>   |   |  |   |
|  |   |  |   |
| <b>Spare Parts</b> <i>(please tick ONE only)</i>   |   |  |   |
| <input type="checkbox"/> <i>I authorise that any spare parts required to bring this/these pipette into calibration may be replaced and I understand that these will be detailed on the invoice, OR</i> |   |  |   |
| <input type="checkbox"/> <i>Contact me before proceeding with any service if spare parts (excl. cost of seals, o-rings, tip holders) amount to £25 or over for any pipette</i>                         |   |  |   |
| <small>NOTE : A £15 pound investigation charge may be applied for pipettes found to be unrepairable or uneconomical to repair.</small>   |   |  |   |
| <b><i>I confirm that the information on this form is accurate and the pipettes detailed are safe to handle</i></b>   |   |  |   |
| <b>Name:</b>   |   | <b>Signed:</b>                                 |   |
|  |   |  |   |
| <b>Position:</b>   |   | <b>Date:</b>                                   |   |
|  |   |  |   |

Once completed, please **sign** and hand in this form with your pipettes for servicing.  
**NOTE that no pipettes can be serviced without a Purchase Order No. or a completed and signed Declaration.**