END-USERS

Cleaning and Decontamination Procedure for Gilson Pipettes

Incorporate in Standard Operating Procedures (SOPs) in Accordance with ISO 8655 Standard

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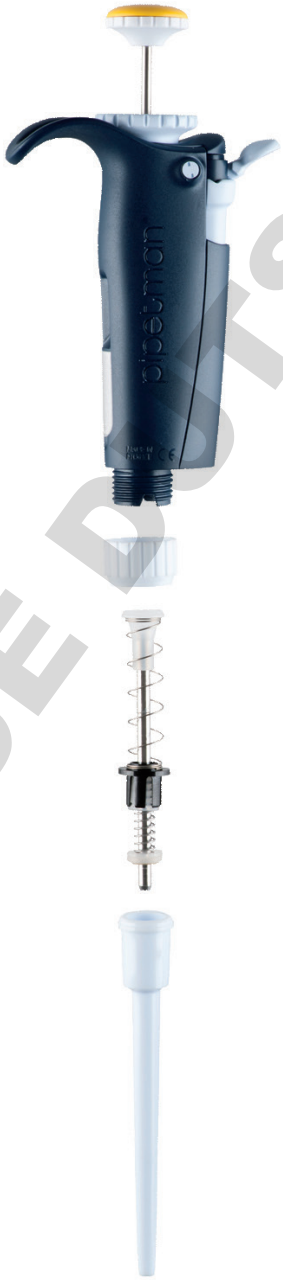

GILSON®

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Chapter 1

INTRODUCTION

This document contains decontamination procedures suitable for PIPETMAN® Classic, PIPETMAN® Neo, PIPETMAN® Fixed, PIPETMAN® L, PIPETMAN® G, PIPETMAN® M, PIPETMAN® M Connected, MICROMAN® E, and DISTRIMAN®.

NOTE End-users should refer to their local Gilson authorized service center for complete servicing and further information.

NOTICE For damaged parts, contact your local Gilson authorized service center, who will either supply you with genuine Gilson user-level replacements parts or who will service the pipette for you.

⚠WARNING Any pipettes must be decontaminated before sending them to their local Gilson authorized service center.

Precautions

Decontamination implies that for any person in contact with pipettes there is a risk of contamination.

Use disposable gloves and any other protective clothing that may be necessary throughout the cleaning and decontamination procedure. Disposable gloves must be worn at all times.

Chapter 2

CLEANING AND DECONTAMINATION

PIPETMAN® is designed so that the parts normally in contact with liquid contaminants can easily be cleaned and decontaminated.

⚠CAUTION

P2 and P10, F1, F2, F5, and F10 models contain miniaturized parts. It is best not to disassemble these pipettes yourself; please contact your local Gilson authorized service center.
All pipettes MUST be reverified prior to use if disassembled. Do not disassemble prior to sending into your local Gilson authorized service center.

Cleaning

The pipette must be cleaned, as described below, before it is decontaminated.
Alcohol solution is recommended for cleaning PIPETMAN pipettes.

NOTICE

The upper part (body), the piston assembly, the O-ring, and seal of the pipette are not autoclavable.
Only the following parts may be autoclaved: tip ejector, tip holder, and connecting nut.
Refer to ASSOCIATED DOCUMENT on page 7, to look at the user's guide of your pipette.

Variable Volume Single and Fixed Models

CLEANING EXTERNAL PARTS

1. Remove the tip ejector.
2. Wipe the tip ejector with a soft-cloth or lint-free tissue lightly coated in alcohol solution.
3. Wipe all exposed surfaces of the body, button, operating rod, and tip holder with a soft-cloth or lint-free tissue lightly coated with the alcohol solution.
   a. Remove all scuff and wear marks.
   b. Remove buildup in concave surfaces.
   c. If the pipette is very dirty, a brush with soft plastic bristles may be used.
4. Refit the tip ejector and allow the pipette to dry.
5. Wipe outer surfaces with a soft-cloth or lint-free tissue lightly coated with the alcohol solution to remove any remaining residue from cleaning.
6. Allow time for alcohol to evaporate.

CLEANING INTERNAL PARTS

Internal cleaning should only be carried out by personnel trained in decontamination procedures and re-assembly. Improper cleaning and re-assembly can lead to incorrect operation and results of the pipette, well as damage to the parts and system.

1. Disassemble the pipette.
2. Set aside the upper part in a clean, dry place.
3. Wipe the interior of the body, connecting nut, and tip holder with either a soft-cloth, lint-free tissue, or long-stemmed cotton swab lightly coated in alcohol solution.
4. Carefully wipe all surfaces of the O-ring, seal, and stainless-steel surface area of the piston assembly with either a soft-cloth, lint-free tissue, or long-stemmed cotton swab lightly coated in alcohol solution.
5. Discard and replace any damaged parts.
6. Allow time for alcohol to evaporate before re-assembly.

Immersion method is not recommended for general cleaning, but if required the following steps can be taken:

1. The following components only can be immersed in a cleaning solution: connecting nut, tip ejector, tip holder, piston assembly, seal, and O-ring.
2. Clean the individual components of the lower part of the pipette using an ultrasonic bath (20 minutes at 50°C) or with a soft-cloth and brushes.

> **NOTE** The piston assembly and seals must be degreased with isopropanol or ethanol before being immersed in another ultrasonic bath. Small round brushes with soft plastic bristles may be used to clean the interior of the tip holder.

3. Rinse the individual components with distilled water.
4. Leave the parts to dry by evaporation or wipe them with a clean soft-cloth or lint-free tissue.
5. Reassemble the pipette (refer to **Variable Volume Single and Fixed Models**, on page 4)

For Multichannel Models

The following components only can be immersed in a cleaning solution:

- Tip ejector
- Ejector locks
- Ejector spacer

1. Remove the tip ejector and the ejector spacer.
2. Wipe them with a soft cloth or lint-free tissue lightly coated in an alcohol solution.
3. Wipe the entire body and lower housing with a soft cloth or lint-free tissue lightly coated in an alcohol solution.
4. Wipe the entire surface of the tip holders utilizing a flossing method between them with a soft cloth or lint-free tissue lightly coated in an alcohol solution.
5. Reassemble and allow the pipette to dry.
6. Wipe outer surfaces with a soft-cloth or lint-free tissue lightly coated with the alcohol solution to remove any remaining residue from cleaning.
7. Allow time for alcohol to evaporate.

Autoclaving for PIPETMAN L Variable Volume (Single and Multichannel) Models Only

PIPETMAN L variable volume models with a serial number starting from NK and newer versions featuring steam–sterilization logo are fully autoclavable without disassembly for maximum convenience as well as protection from contamination.

BEFORE AUTOCLAVING

It is possible to clean PIPETMAN® L pipettes and grease the piston prior to autoclaving; however, if you remove existing grease, lightly lubricate the piston seal using only the grease specified in PIPETMAN L User's Guide (LT801575), and if trained by Gilson authorized personnel.

1. Set the pipette volume to the nominal volume before placing it in the autoclave.
2. Sterilize by steam autoclaving at 121°C (252°F), 1 bar relative pressure, for 20 minutes without disassembly.
3. When autoclaving, the pipette will dry better and faster without using a bag.

AFTER AUTOCLAVING

Following the autoclaving cycle, leave the pipette to cool down to room temperature and dry completely before use. Checking should be carried out according to your procedure.

For Other Gilson PIPETMAN® Models

The upper part (body) and the piston assembly of the pipette are not autoclavable. Only the following parts may be autoclaved:

- Tip ejector
- Tip holder
- Connecting nut

1. Clean the parts to be autoclaved, especially the tip holder.
2. Put the parts in an autoclaving bag.
3. Autoclave for 20 minutes at 121°C, 0.1 MPa.
4. Check that the parts are dry before re-assembling the pipette.
5. Set the pipette aside to stabilize at room temperature.

Chemical Decontamination

You may choose to decontaminate your pipette chemically, such as a 10% bleach solution, in accordance with your own procedures. Whatever decontaminant you use, check with the supplier of the decontaminant that it is compatible with stainless steel and the plastics used in the construction of the pipette:

- PA (Polyamide)
- PBT (Polybutylene Terephtalate)
- PC (Polycarbonate)
- PC/PBT (Polycarbonate/ Polybutylene Terephtalate)
- POM (Polyoxymethylene)
- PVDF (Polyvinylidene Fluoride)
- PP (Polypropylene)
- PPA (Polyphthalamide)
- PPS (Polyphenylene Sulfide)

Follow the same processes outline above, exchanging alcohol solution for the chemical decontaminant required. Perform at test patch before using chemicals on the entirety of the pipette. Be mindful of a solvent that may leave a solute after drying – the residue can have a negative impact on function and performance of the pipette.

Chapter 3

ASSOCIATED DOCUMENTS

Document	Part Number
PIPETMAN® Classic User's Guide	LT801120
PIPETMAN® Neo User's Guide	LT801521
PIPETMAN® Fixed User's Guide	LT801118
PIPETMAN® L User's Guide	LT801575
PIPETMAN® G User's Guide	LT801122
PIPETMAN® M User's Guide	LT801563
PIPETMAN® M Connected User's Guide	LT801594
MICROMAN® E User's Guide	LT801547
DISTRIMAN® User's Guide	LT801285
Verification Procedure for Accuracy and Precision	LT802292

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