Operation Manual

BOTTLE TOP DISPENSER

INTENDED USE OF THE INSTRUMENT :

The Bottle Top Dispenser is a general purpose laboratory instrument intended for use in laboratories for dispensing reagents and chemicals which are compatible (Please refer the compatability chart on page 12) with the instruments.

Specifications

Bottle Top Dispenser

Vol. Range (ml)	Increment (ml)	Accuracy ± %	Accuracy ± ml	CV ± %	CV ± ml
0.25-2.5	0.05	0.6	0.015	0.2	0.005
0.5-5	0.1	0.6	0.030	0.2	0.010
1-10	0.2	0.6	0.060	0.2	0.020
2.5-30	0.5	0.6	0.180	0.2	0.060
5-60	1.0	0.6	0.360	0.2	0.120
10-100	2.0	0.6	0.600	0.2	0.200
50-400	5.0	0.6	2.400	0.2	0.800

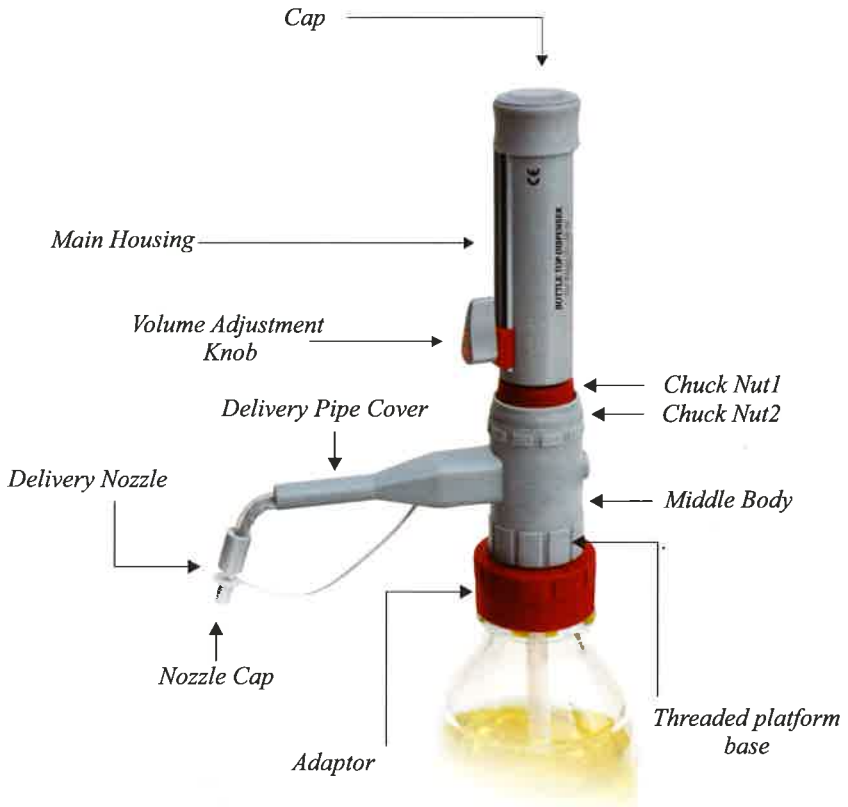
General Safety Instruction

A) Dispenser when not in use :

Piston Barrel should always be empty.
Nozzle cap should be fixed on the nozzle.

B) Dispenser when in use :

Nozzle cap should be removed.
Place a receiving vessel under nozzle before starting the operation.
Never use force.



Restriction of Use

Never use the dispenser with:

- Liquids which are not compatible with PTFE, FEP and Borosilicate Glass.
- Hydrofluoric acid.
- Liquids which contain solid particles.
- Temperature Max. : 40°C.
  Vapor Pressure Max. : 500 kg/m.s²
  Viscosity Max. : 500 mm²/s
  Density Max. : 2.2 g/cm³

Before Using The Dispenser

Check that the instrument has not been damaged in transit.

ASSEMBLY :

The Dispenser is packed with the dispense nozzle attached and the inlet feed tube removed. The length of FEP inlet tubing provided should be adjusted to fit your particular reservoir. Longer length of inlet tube are available on request.

The threaded platform base of the Dispenser has a 30 mm screw thread. The assembled dispenser is screwed to the reservoir using gentle hand torque applied to the threaded platform base only. Removal should also be by means of hand torque applied to the same base. Do not operate the piston until the unit is safely and fully mounted on the reservoir bottle.
Five adapters are supplied to suit containers with a 28mm, 32mm, 36mm, 40mm or 45mm screw neck.

OPERATING INSTRUCTIONS :

Priming :

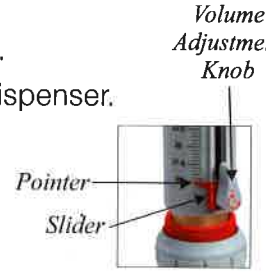
Place a receiving vessel under the Dispenser's delivery nozzle.
Remove the Nozzle Cap.
Prime the unit with a few gentle up and down strokes, taking the piston right down to it's lowest stop position and lifting it up. Repeat until a steady bubble free flow is visible in the barrel.

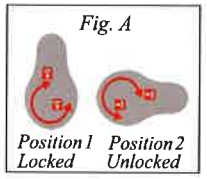
Dispensing

- Ensure that the nozzle cap is removed.
- Ensure that a receiving vessel is in place.
- Ensure that the inlet tube is fixed in the dispenser.

Volume Adjustment Knob

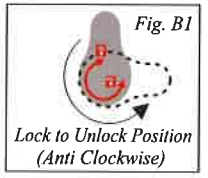
It is simple and easy to operate. There are two positions of the knob as shown in Fig. A :
- Position 1 : Locked Position
- Position 2 : Unlocked Position

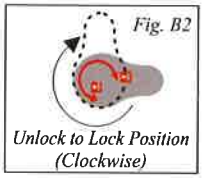




Setting the Volume : Follow these simple steps :

- Turn the Knob from Position 1 to Position 2 by rotating it ANTICLOCKWISE as shown in Fig. B1.
- The slider is now loose and can be moved up and down.
- Set your desired volume by aligning the pointer with the scale.
- To lock the set volume, turn the Knob from Position 2 to Position 1 by rotating it CLOCKWISE as shown in Fig. B2 .





USER CALIBRATION PROCEDURE :

Dispenser has been laboratory calibrated at its nominal volume. However, due to changes in environmental conditions and the viscosity of the media which you dispense, re-calibration may be required.

You can either re-calibrate at regular intervals such as once a week or whenever you notice that the dispensed volume is different from the set volume.

To Re-Calibrate your Dispenser follow the following steps:

- Set the Dispenser to the nominal volume or any other volume which is most commonly used by you.
- Follow the common rules for calibration used in statistical quality control (ISO 8655/2). Set the volume and dispense five full volumes of distilled water at 20°C on Electronic Balance to establish the actual mean volume of liquid dispensed.
  If the gravitational average result varies from the volume displayed, you should re-calibrate the Dispenser.
- For re-calibration pull the cap outwards to expose the Calibration Nut.

- Using the calibration tool, turn the calibration nut clockwise to reduce the volume and anticlockwise to increase the volume. Repeat this procedure till the desired volume is achieved.

MAINTENANCE / CLEANING :

Note: All maintenance should be carried out wearing suitable eye protection and protective clothing. If in doubt, consult your safety officer.

- Make sure that the Dispenser is completely empty. Place the instrument into an empty sink together with its reservoir.
- Unscrew the threaded platform base from the reservoir and lift the dispenser's intake tube carefully out of the reservoir, whilst tapping it against the reservoir's aperture to shake off any droplets from the intake tube.
  Hold the dispense nozzle over the aperture of the reservoir and apply gentle piston strokes in order to return any syringe contents into the reservoir.
- Empty the instrument completely and flush thoroughly with distilled water.
- If the piston barrel is still not completely clean, you need to dis-assemble the dispenser. Refer Dis-assembling procedure given below.

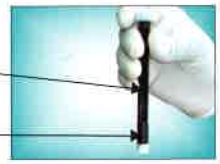
DIS-ASSEMBLING THE DISPENSER FOR CLEANING AND SERVICING :

A. Procedure to dis-assemble the piston

- Pull the cap outwards to expose the Calibration Nut.

- **Unscrew the Calibration Nut with the** help of calibration tool to dis-assemble the Piston and shaft out of the main housing.

- Unscrew the piston from the shaft.



B. Procedure to dis-assemble the BARREL

- Unscrew the Barrel Cap using the special tool provided with the instrument.

- Remove the Barrel Cap.

- lift the upper housing to expose the Barrel and cover.

- Unscrew Chuck Nut 1 and remove Barrel cover.

- Glass Barrel in now exposed.
- Gently pull the barrel upwards to detach it from the Valve Manifold.

- Barrel has been dis-assembled for cleaning.

C. Procedure to dis-assemble the DELIVERY PIPE and VALVE MANIFOLD

- Remove the delivery pipe cover by pulling it upwards from the slot.

- Unscrew and remove the delivery pipe.

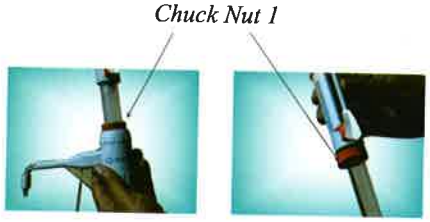
- Unscrew the chuck Nut

- Remove Chuck Nut 2 and pull out the valve manifold.

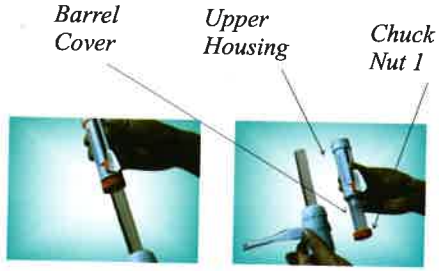
AUTOCLAVING :

Dis-assembling for Autoclaving

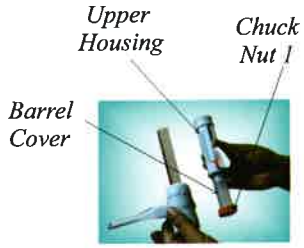
- Unscrew Chuck Nut 1



- Pull Chuck Nut 1 along with barrel cover,upper housing and piston all the way up.



- Autoclave the two sub-assemblies at 121°C and 15 psi pressure for 10-15 mins.



Re-assembling after Autoclaving

- Push the Piston in the Glass Barrel gently and go all the way down.
  (Caution : Ensure that the Nozzle cap is removed)

- Tighten chuck nut 1 by screwing it properly.

- Dispenser is now ready for use.
  No Re-calibation is required after Autoclaving.
  However, a quick calibration check is recommended.

TROUBLE SHOOTING :

Trouble	Possible Cause	Solution
Air bubbles appear in discharge nozzle	Liquid reservoir is empty	Refill reservoir and prime unit.
	Too fast filling action	Fill and dispense more slowly.
	Leaking piston	Clean piston. If problem persists. replace piston.
	Leaking discharge valve	Clean unit by flushing throughly. If problem persists, replace the discharge valve.
Barrel does not fill with liquid	Inlet tube not fitted correctly	Connect inlet tube correctly.
Dispensing not possible	Blocked dispense nozzle	Disassemble the dispense nozzle and flush through with cleaning fluid.
	Discharge valve stuck	Clean unit by immersing valve assembly in cleaning fluid. If problem persists, replace valve assembly.
Wrong dispense volume	Instrument not calibrated	Follow steps of User Calibration.

LIST OF RECOMMENDED REAGENTS :

Reagent	Reagent
1,4-Dioxane	Chromosulfuric acid
1-Butanol	Copper sulfate
Acetaldehyde	Cresol
Acetic acid, 50%	Dichlorobenzene
Acetone	Dichloroethane
Acetonitrile	Lactic acid
Acrylonitrile	Magnesium chloride
Adipic acid	Mercury Chloride
Allyl alcohol	Methanol
Aluminium chloride	Methyl propyl ketone
Amino acids	Monochloroacetic acid
Ammonium chloride	n-Amyl acetate
Ammonium hydroxide, 30%	n-Butyl acetate
Amyl alcohol (Pentanol)	Nitric acid, 70%
Aniline	Nitrobenzene
Barium chloride	Octane
Benzaldehyde	Oleic acid
Benzene (Benzol)	Oxalic acid
Benzine (Gasoline)	Pentane (n-)
Benzyl alcohol	Perchloric acid, 10%
Biuret reagent	Phenol
Boric acid, 10%	Phosphoric acid, 85%
Calcium carbonate	Potassium chloride
Calcium chloride	Potassium dichromate
Carbon tetrachloride	Potassium hydroxide
Chromic acid, 10%	Potassium permanganate
Chromic acid, 50%	Propanol

Reagent	Reagent
Propylene glycol	Hydrochloric acid, 37%
Propylene Oxide	Iodine/potassium iodide solution
Salicylaldehyde	Isobutanol
Salicylic acid	Isopropanol (2-Propanol)
Silver acetate	
Silver nitrate	Isopropyl benzene (Cumene)
Sodium acetate	Tartaric acid
Sodium dichromate	Tetrachloroethylene
Sodium hydroxide, 30%	Tetrahydrofuran (THF)
Sulphuric acid, 98%	Tetramethylammonium hydroxide
Diethylene glycol	Toluene
Dimethylformamide (DMF)	Trichloroacetic acid
Ethanol	Trichloromethane (Chloroform)
Ethyl acetate	Triethylene glycol
Ethylene glycol	Turpentine
Formaldehyde, 40%	Urea
Formic acid, 100%	Xylene
Glycerol	Zinc chloride, 10%
Heating oil (Diesel oil)	Zinc sulfate, 10%
Hexane	

These recommendations are carefully checked and correspond to the current state of knowledge. If you need statements for chemicals which are not given in the list, please do not hesitate to contact us.

CAUTION :

- Do not use HF or reagents not compatible with PTFE or Borosilicate Glass.
- If used with strong acids, it is advised to rinse & remove instrument at the end of every working day & store safely.

Chemical Resistance Chart at 20°C

Liquids dispensed with the dispenser will be in contact, constantly, with the following materials; Borosilicate glass, (BSG),PTFE & FEP. The following table is a guide to help with the queries regarding liquid compatibility.

Please note that these tables are just a guide. We recommend that if there is a question regarding liquid compatibility you should exercise caution in use and refer to other chemical tables where available. Good laboratory practice would be to rinse out the liquid handing unit at the end of each day with distilled water to prevent corrosive liquids being left in contact with the parts for too long.

CHEMICAL Acids	BSG	PTFE	FEP
Acetic, Glacial	R		
Acetic, 25%	R	R	R
Hydrochloric, Conecentrated	R		
Hydrochoric, 25%	R	R	R
Sulphuric, concentrated	R		
Sulphuric, 25%	R	R	R
Nitric, Concentrated	R		
Nitric, 25%	R		
Phosphoric, 25%	R	R	R
Formic, 25%	R	R	R
Trichloroacetic 10%	R	R	R
Formic Acid, 85%	R	R	R
Arsenic Acid	R		
Boric Acid, 10%	R	R	R
Chromic Acid, 20%	R	R	R
Hydrofluoric Acid, 35%	NR	Exceptions	R
Phosphoric Acid 85%	R	R	R
Nitric Acid, 50%	R	R	R
Sulphuric Acid, 95%	R	R	R
Alkalies			
Ammonium Hydroxide, 25%	R	R	R
Sodium Hydroxide	R	R	R
Potassium Hydroxide	R	R	R
Sodium Hydroxide	R	R	R
Alcohols			
Methanol, 98%	R	R	
Ethanol, 98%	R		
Ethanol, 70%	R		
Isopropanol, n-Propanol	R		
Amyl Alocohol, Butanol	R		
Benzyl Alcohol	R	R	R
Ethylence Glycol	R	R	R
Propylene Glycol	R	R	R
Glycerol	R	R	R
Hydrocarbons			
Hexane, Xylene	R	R	R
Toluene, Benzene	R	R	R
Kerosene, Gasoline	R		
Tetralin, Decalin	R		
Halogenated Hydrocarbons			
Methyl Chloride	R		
Chloroform	R	R	R
Trichloroethylene	R	R	R
Monochlorobenzene, Freon	R		
Carbon Tetrachloride	R	R	R
Ketones			
Acelone	R	R	R
Methyl Ethyl Kelone	R	R	
Isopropylacetone	R		
Methyl Isobutyl Ketone	R		

CHEMICAL Acids	BSG	PTFE	FEP
Ethyl Acetate	R	R	
Methyl Acetate	R		
Amyl & Propyl Acetate	R		
Butyl Acetate	R	R	R
Propylene Glycol Acetate	R		
2-Ethoxyethyl Acetate	R		
Methyl Cellosolve Acetate	R		
l Benzoate	R		
Isopropyl Myristate	R		
Tricesyl Phosphate	R		
Oxides-Ethers			
Ethyl Ether	R		
1,4 Dioxane & Tetrahydrofuarn	R	R	R
Dimethylsuphoxide(DMSO)	R	R	R
Isopropyl Ether	R		
Solvents with Nitrogen			
Dimethyl Formamide	R	R	R
Diethylacetamide	R	R	
Triethanolamine	R		
Aniline	R	R	R
pyridine	R	R	R
Miscellaneous			
Phenol, Aqueous, 10%	R		
Formaldehyde Solution, 30%	R	R	R
Hydrogen Peroxide, 30%	R	R	R
Silicone Oil & Mineral Oil	R		
Pyridine	R	R	R
Acealdehyde	R	R	R
Ammonia, 25% ac. Sol.	R	R	
Ammonium	R		
Calcium Chloride aq. Sol	R	R	R
Chlorine	R	R	R
Chlorobenzene	R		
Fluorinated Hydrocarbones	R		
Hexane	R	R	R
Iodine (tincture of)	R	R	
Potassium Chloride aq. Sol.	R		
Potassium Permanganate aq. Sol.	R		
Magnesium Chloride aq. Sol.	R		
Methylene Chloride	R	R	R
Sodium Carbonate	R		
Sodium Dicromate	R	R	R
Phenol, 100%	R	R	R
Mercury	R	R	R
Siliver Nitrate	R	R	R
Toluene	R	R	R
Hydrogen Peroxide, 30%	R	R	R
Xylene	R	R	R
Zinc Chloride, 10%	R	R	R
Zinc Sulphate, 10%	R	R	R

KEY:

R = *RESISTANT*
SR = *SLIGHTLY RESISTANT*
VR = *VIRTUALLY RESISTANT*
NR = *NON-RESISTANT*

EXCEPTIONS = *RESISTANT WITH EXCEPTIONS*