

LSOP Title	Hotplates
LSOP No.	LSOP57
Version	1.1
Location	UQ Node/Centre-wide
Policy/Procedure Link	UQ- Equipment
Risk Assessments	
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Date Approved	28/03/2022
Date Effective	14/10/2021
Next Review Date	14/10/2024
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1.0 Scope

This procedure covers the use of hotplates and heat stirrers for the use of dissolving and mixing chemicals into solutions for laboratory use.

This LSOP does not cover the use of incubators of any kind.

2.0 Definitions

PPE – personal protective equipment

3.0 Materials and Equipment

1. Hotplates
2. Stirrers
3. Glass beakers or Schott bottles
4. Solution
5. Gloves and other PPE

4.0 Prescribed Actions

Safety:

1. Lab coat, gloves, safety glasses and enclosed shoes must be worn
2. Do not use near hazards, especially flammable chemicals and gases.
3. Never leave a hotplate unattended when in use.

LABORATORY STANDARD OPERATING PROCEDURE (LSOP)

ARC COE for Plant Success in Nature and Agriculture: *Hotplates*

4. If transporting to and from a fumehood, ensure hot plate is off and cool to the touch prior to transportation.
5. If using a stirrer, ensure stir mode is set to zero before adding in stirrer bar.
6. Always use appropriately sized bar.
7. When checking temperature, use a clamp to hold temperature gauge firmly in place. It should not obstruct the magnetic stirring bar.

Procedures:

1. Ensure hotplate settings are no heat and no stirring before turning on equipment.
2. Place solution in clean glassware to mix onto the hotplate/heat stirrer. Never use plasticware.
3. Adjust heat and stir settings as appropriate.
4. Use heat protecting PPE and tools when handling hot liquid.
5. Add clear signage if liquid is to be stirred for a prolonged period.
6. Ensure speed and temperature are correct to avoid splashing and overheating.
7. When finished, ensure hotplate settings are put back to no heat and not stirring before turning off equipment.
8. Wipe down equipment when cool.