

STANDARD OPERATING PROCEDURES

Low Temperature Oven

DO NOT use this machine unless you have received authorization from the Shop Coordinator



Fire-resistant (cotton) lab coat or long sleeves must be worn at all times.



Heat-resistant gloves must be worn at all times.



Safety glasses must be worn at all times.



Sturdy closed-toe footwear must be worn at all times.

Potential Hazards and Injuries

- ⚠ Fire or explosion (trauma/burns)
- ⚠ Hot surfaces (burn hazard; oven reaches 100+ °C)
- ⚠ Fumes (respiratory hazard)
- ⚠ Electrical shock (high voltage)

Pre-Operational Safety Checks

- ✓ Locate and ensure you are familiar with the manual for operating the Quincy Labs furnace.
- ✓ Check that the work area is clean and clear of grease, oil and any flammable or combustible material.
- ✓ Check workspace to ensure no slip/trip hazards are present.
- ✓ Ensure that heat-protective PPE is in good condition (e.g., no cuts, tears, burns, melts, cracks, or kinks)

Safe Practices During Operation

- ✓ Always wear appropriate heat-resistant PPE when manipulating heated samples.
- ✓ Materials will not always glow or appear hot but can cause severe tissue damage with improper handling.
- ✓ Always keep oven door closed, except when adding or removing samples.

Ending Operations and Cleaning Up

- ✓ When you are done using the oven to dry samples, make sure to move the power switch to the 'OFF' position.
- ✓ Ensure that sample material has been cleaned out of oven and not left to dry on the bottom.

DON'T

- ⊗ Place any materials that may off-gas or combust into oven chamber.
- ⊗ Do not set heated materials onto the workbench surfaces.
- ⊗ Do not attempt repairs.
- ⊗ Don't use faulty equipment; report it immediately.

SOP must be used in conjunction with an effective training program