Sorval ST-16 Centrifuge Timer Verification Job Aid

Step	Action
	Document *all* maintenance performed on Centrifuge Maintenance Log
1	Obtain a NIST calibrated/certified stopwatch/timer
2	Prepare the centrifuge for normal operation, close the lid and select START
3	Start the stopwatch/timer
4	Stop the stopwatch/timer immediately when the centrifuge begins deceleration
5	Compare the set centrifugation time with the stopwatch/timer; document the set time and stopwatch/timer reading on the Centrifuge Maintenance Log and indicate Pass or Fail. Stopwatch/timer must be within ±5% of the set time to pass
6	Repeat steps 1-5 for all programs if times are different, documenting all set times and measure times as well as Pass or Fail for each measure time
7	If centrifuge fails timer check, call service and document actions taken on Centrifuge Maintenance Log

Example of Centrifuge Maintenance Log Sheet

Semi-Annual – Rpm & Timer Checks (Date next due: _____)						
RPM Setting	____ rpm ± 10%	Pass/Fail	____ rpm ± 10%	Pass/Fail	Performed By (Initial):	Date
Tachometer Reading						
Tachometer Reading						
Timer Check Setting	____ Minutes±5%	Pass/Fail	____ Minutes±5%	Pass/Fail	Performed by (initial):	Date
Stopwatch reading						
Stopwatch reading						

Document set time and actual readings and if Pass or Fail (use additional columns if needed)