

	Environmental Analysis Teaching and Research Laboratory	Date: 09/XX/2014	Number: X
	Standard Operating Procedure	Title: Title	
	Approved By: TBD	Revision Date: November 13, 2016	

1. Scope and Application

1.1 The scope of this SOP is to train researchers in how to effectively use the Microcentrifuge system.

2. Summary of Method

2.1 This SOP provides instructions on how to use the Microcentrifuge.

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3. Acknowledgements

3.1 As usual we acknowledge the students who have tried to follow and made suggestions on how to improve this guide. In particular, Edinam E, etc.

4. Definitions

5. Biases and Interferences

5.1 Biases and interferences can come from...

6. Health and Safety

6.1 Describe the risk...

Safety and Personnel Protective Equipment

7. Personnel & Training Responsibilities

7.1 Researchers training is required before this the procedures in this method can be used...

7.2 Researchers using this SOP should be trained for the following SOPs:

- SOP01 Laboratory Safety
- SOP02 Field Safety

8. Required Materials and Apparatus

8.1 Item 1 w/catalog number!

8.2 Item 2

9. Reagents and Standards

10. Estimated Time

10.1 This procedure requires XX minutes...

11. Sample Collection, Preservation, and Storage

12. Procedure

13. Data Analysis and Calculations

14. QC/QA Criteria

15. References

- 15.1** APHA, AWWA, WEF. (2012) Standard Methods for examination of water and wastewater. 22nd American Public Health Association (Eds.). Washington. 1360 pp. (2014).