


Job Aide: Changing HCl Dispenser

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1. Ensure all appropriate personal protective equipment (PPE) is used.
2. Obtain a new container of 6N HCl from the store room.
3. Carry the bottle in a means to prevent spillage.
4. Gently turn and remove the dispenser from the empty/old 6N HCl bottle.
5. Place the dispenser on paper towels on the counter.
6. Place the empty 6N HCl bottle in the sink.
7. Pull the splash shield over the sink and bottle.
8. Place the new container of 6N HCl in the sink and remove the cap.
9. Place the cap on the empty container of 6N HCl.
10. Replace the dispenser on the new bottle of 6N HCl and gently tighten.
11. Place new bottle with dispenser in the red bottle carrier.
12. Prime the dispenser following the procedure.

Refer to CP-SOP-0030: Operation and Maintenance of Sartorius Prospenser Plus Bottle-top Dispenser.

13. Ensure that the dispenser is set to the correct volume (5ml) and is in the dispense setting following procedure.

Refer to CP-SOP-0030: Operation and Maintenance of Sartorius Prospenser Plus Bottle-top Dispenser.

14. Dispose of any remaining 6N HCl
 - a. Contain in an acid proof container
 - b. Label with Hazardous Waste label from EH&S. See management to obtain a new label as needed.
 - c. Contact Environmental Health and Safety for disposal: Complete a [Hazardous Waste Disposal Request](#) on the EH&S Sharepoint site.

Disposal of Empty HCl Bottles

1. Label with Hazardous Waste label from EH&S. See management to obtain a new label as needed.
2. Contact Environmental Health and Safety for disposal. Contact Environmental Health and Safety for disposal: Complete a [Hazardous Waste Disposal Request](#) on the EH&S Sharepoint site.