
Instructions for Use

Sarpette[®] M

SARSTEDT No.: 90.3100.xxx / 90.3108.xxx / 90.3112.xxx



Contents

1. Product description	3
1.1 Safety instructions	3
1.2 Description	3
2 Commissioning	3
2.1 Positioning for work with the pipette	3
2.2 Set volume	3
2.3 Tip selection	4
2.4 Tip ejection	4
2.5 Protective filter	4
3 Pipetting procedure	4
3.1 Normal pipetting procedure	5
3.2 Reverse pipetting procedure	5
4 Maintenance	5
4.1 Checking the seal	5
4.2 Cleaning	6
4.3 Disassembly of the volume unit and replacement of the O-ring, models – 1000 µl	6
4.3.1 Remove the volume unit (lower part)	6
4.3.2 Replacing the O-ring and PTFE sleeve	6
4.3.3 Replacing the O-ring	6
4.4 Disassembly of the volume unit and replacement of the O-ring, models 5 and 10 ml	7
4.4.1 Remove the volume unit (lower part)	7
4.4.2 Changing the O-ring	7
4.5 Piston change, multi-channel Sarpette® M	8
5 Faults	8
6 Sterilisation	8
7 Calibration	9
7.1 In-lab calibration	9
8 Warranty	9
9 Performance data Sarpette® M	10
9.1 Single-channel Sarpette® M	10
9.2 Multi-channel Sarpette® M8 / M12	10
10 Ordering information	11

1. Product description

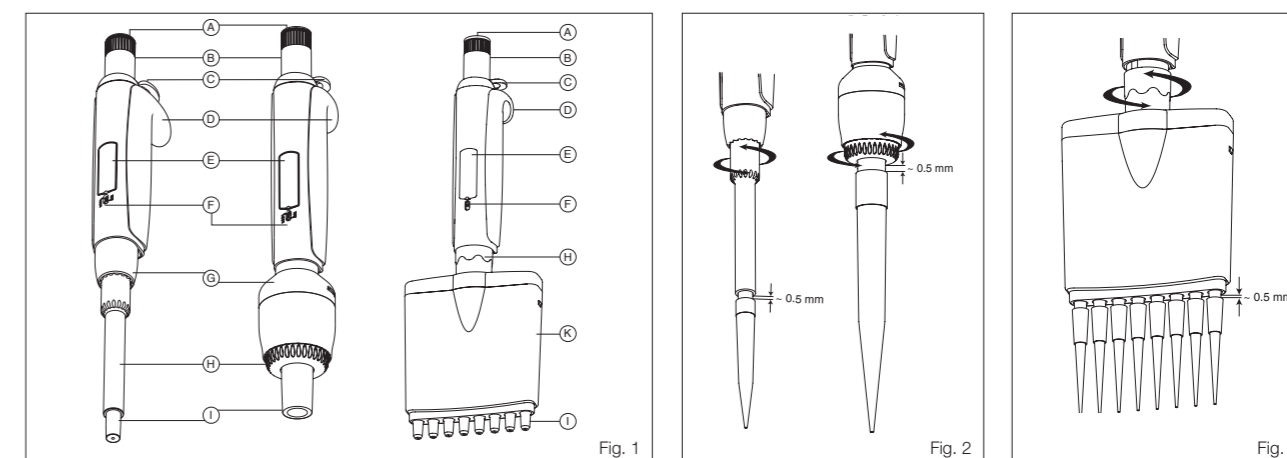
1.1 Safety instructions

- Read instruction manual carefully before use and keep for future reference.
- Follow the manufacturer's instructions and instructions for use and maintenance.
- Avoid possible overexertion of the hand during prolonged pipetting work and its medical consequences (e.g. tendonitis).

1.2 Description

The Sarpette® M allows precise and effortless pipetting. The single-channel models cover a volume range of 0.1 µl to 10 ml. The six models of the 8- or 12-channel versions in the range of 0.5 to 300 µl are perfectly suited for a uniform liquid transfer in microtiter plates. All models are fully assembled and autoclavable at 121°C. The main advantages are the digital display (E) for a permanent volume display and the innovative Justip™ system (H) with a softly padded ejection button (C) for optimum tip ejection. The Swift Set calibration system (F) allows readjustments by the user.

2 Commissioning



2.1 Positioning for work with the pipette

Place the finger rest (D) on the distal phalange of the index finger. The push button (B) and tip ejector (C) can be actuated by a slight movement of the thumb. The rotatable multi-channel housing (K) enables individual selection of the best possible adapted working position.

2.2 Set volume

The volume is adjusted by turning the push button (B) until the desired volume appears in the digital display (E) (turning clockwise reduces the volume and vice versa). Sensitive click stops of the micrometre screw and the freely rotating coloured pushbutton cap (A) prevent unwanted adjustments during ongoing pipetting operations.



When the letter (E) lights up next to the numbers in the display, the selected volume is no longer in the working range of the pipette. Over-rotating the micrometre screw can damage the mechanism.

2.3 Tip selection

The SARSTEDT Refill Revolution pipette tips provide the best possible combination of pipette and tip for every application. Use only tips offered by the manufacturer or compatible with them. Further information and a detailed brochure can be found at www.refillrevolution.tips.



Reproducibility is improved if each tip is flushed with the material to be pipetted at least once before use.

2.4 Tip ejection (Figs. 2 and 3)

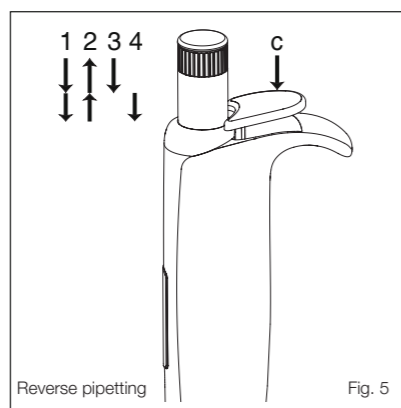
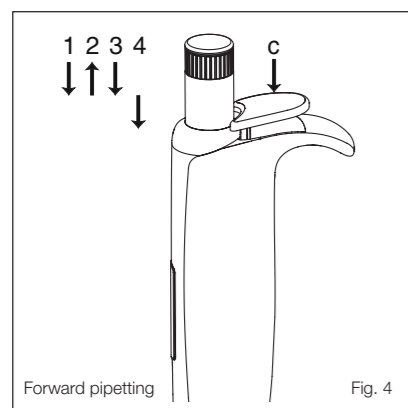
The patented Justip™ system allows immediate positioning of the shaft height (± 2 mm) for an ideal adjustment and perfect ejection of the tips. The distance between the tip and the ejection rod is set to ~ 0.5 mm by turning the ejection screw (< LO – HI >). Built-in click stops prevent unwanted adjustments.

2.5 Protective filter

Macropipettes (5 and 10 ml models) can be provided with a protective filter for additional safety against penetration of liquid and risk of contamination. This is recommended when dosing large volumes and/or toxic, radioactive or highly aggressive liquids. It is essential to replace a wet or contaminated filter. The filters are not autoclavable.

3 Pipetting procedure

Before pipetting, a new, clean tip must be firmly attached.



3.1 Normal pipetting procedure (Fig. 4)

The precisely adjusted volume is aspirated and then discharged.

- Phase 1: Press the operating button until the first stop is reached.
- Phase 2: Immerse the tip vertically approx. 2 – 3 mm deep and slowly release the button. Wait 2 seconds, remove pipette and filled tip vertically without touching the container.
- Phase 3: Place the tip against the wall of the second container, slowly press the operating button to the first stop to eject liquid.
- Phase 4: Press the operating button completely. Residues are expelled from the tip. Draw the pipette tip 10-15 mm along the wall of the receiver tube.
- Phase 5: Discard the used tip by pressing the ejection button (C).

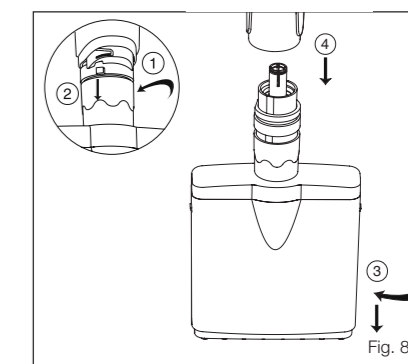
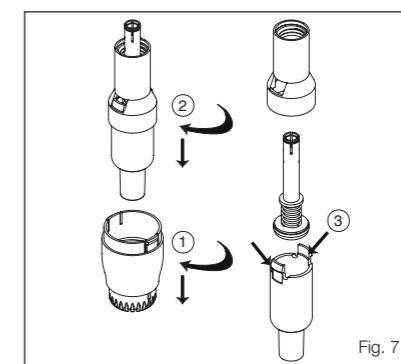
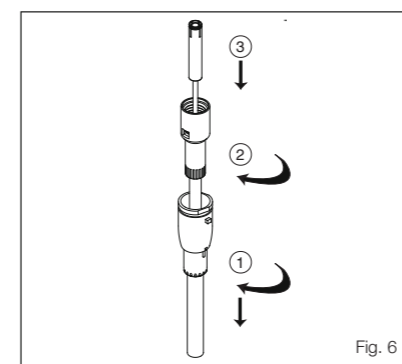
3.2 Reverse pipetting procedure

Any excess volume is aspirated, but only the set volume is dispensed.

- Phase 1: Press the operating button until the overstroke (second stop) is reached.
- Phase 2: Immerse the tip vertically approx. 2-3 mm deep and slowly release the button. Wait 2 sec., remove the pipette and filled tip vertically without touching the container wall.
- Phase 3: Place the tip on the wall of the second container and press button only up to the first stop, to deliver the exact set amount of liquid.
- Phase 4: Remove the pipette from the second container and repeat Phase 2. Expel the remaining content by pressing the button until the second stop (overstroke). Discard the used tip by pressing the ejection button (C).

4 Maintenance

As a rule, the models do not require maintenance. Continuous care and cleaning contribute to the optimal function and longevity of the instrument. It is recommended to check the performance data according to internal control procedures (SOP, GLP, etc.) or at least once a year. Replace defective parts only with original parts from the manufacturer.



4.1 Checking the seal

Correct functioning of the instrument is only possible if the air cushion closes tightly. Leakage is shown by droplet formation at the tip or by a different liquid level in the individual tips of a multichannel pipette. In the event of a leak, we recommend that you have the pipette serviced.

4.2 Cleaning

The removed volume unit (lower part) of the pipette can be cleaned with water or alcohol. In cases of heavy soiling, the individual parts can also be immersed in a disinfectant solution. Proper cleaning is necessary if liquid has inadvertently penetrated into the pipette interior. Rinse and dry the instrument before assembly. Remove particularly stubborn residues in the ultrasonic bath. Before assembling the pipette, lightly grease the O-ring (see below).

4.3 Disassembly of the volume unit and replacement of the O-ring, models – 1000 µl (Fig. 6)

4.3.1 Remove the volume unit (lower part):

1. Press the ejection button (2), turn the ejection nut (20) or (24) to the left for 2 ml and remove.
2. Unscrew the cylinder (18).
3. Push the operating button down completely, then pull out the piston.

4.3.2 Replacing the O-ring and PTFE sleeve:

1. After removing the lower part, remove the cylinder (18) and press it onto both mandrels of the ring (14) with the aid of a pipette tip or a pointed object.
2. Release the cylinder ring, pull out the spring (15) to reach the O-ring/PTFE sleeve.
3. Replace defective parts. Remove excess grease from the piston (13).



To avoid possible damage to the PTFE sleeve, place it on the piston (13) and only then attach the O-ring (17).

4. Lightly grease the piston, PTFE sleeve and O-ring and reassemble the volume unit.

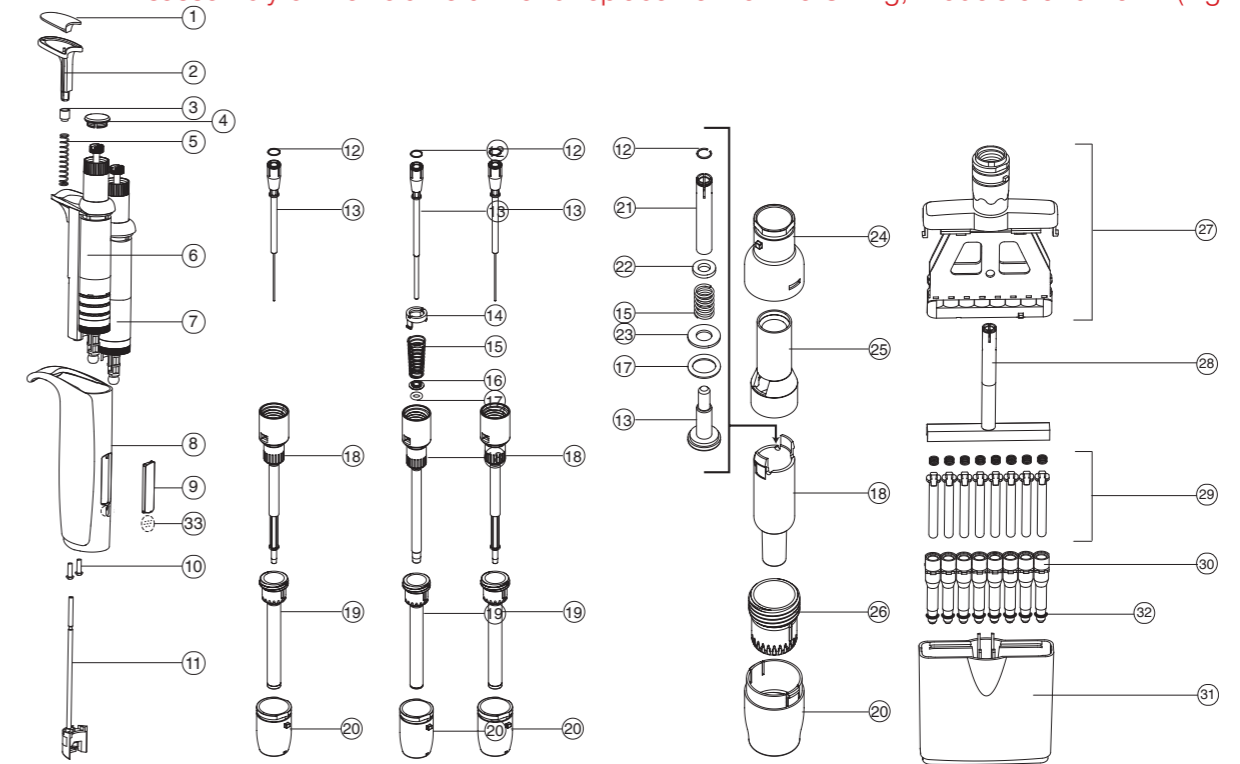


The O-ring Seal Cuff Assembly is not accessible on 2, 10, 10Y and 20 µl models. If there is a lack of tightness, the complete cylinder must be replaced.

4.3.3 Replacing the O-ring:

1. Unscrew the piston rod (21), remove the spring positioners (22, 23) and the spring (15).
2. If necessary, replace defective parts. Grease the O-ring (17) and cylinder (18) evenly.

4.4 Disassembly of the volume unit and replacement of the O-ring, models 5 and 10 ml (Fig. 7)



- | | | |
|------------------------------|---------------------------|------------------------------|
| 1. Ejector cushion | 12. Circlip | 23. Bottom spring positioner |
| 2. Ejection button | 13. Piston | 24. Ejection cap |
| 3. Spring washer | 14. Ring | 25. Ejection sleeve |
| 4. Smartie Cap | 15. Spring | 26. Ejection screw |
| 5. Ejection spring | 16. PTFE sleeve | 27. Cover assembly |
| 6. Counter unit (adjustable) | 17. O-Ring (piston) | 28. Arm |
| 7. Dosing unit (fix) | 18. Cylinder | 29. Piston assembly |
| 8. Handpiece | 19. Ejector | 30. Cylinder unit |
| 9. Window | 20. Ejection nut | 31. Housing |
| 10. Screws, handpiece (2x) | 21. Piston rod | 32. O-ring (cone, 200 µl) |
| 11. Ejection rod | 22. Top spring positioner | 33. Calibration slide |

4.4.1 Remove the volume unit (lower part):

1. Turn the ejection nut (20) and separate it from the ejection cap (24).
2. Unscrew the cylinder (18), press the operating button, then pull out the piston.

4.4.2 Changing the O-ring:

1. Press down both clips of the cylinder (18) simultaneously and without exerting force and separate them from the ejection sleeve (25). Remove piston assembly.
2. Unscrew the piston rod (21), remove the spring positioners (22, 23) and the spring (15).
3. If necessary, replace defective parts. Grease the O-ring (17) and cylinder (18) evenly.
4. Reassemble the piston assembly, cylinder and ejection sleeve.
5. Screw the cylinder onto the pipette, press the operating button (B) down fully and lock the piston rod.

4.5 Piston change, multi-channel Sarpette® M

A piston change in multi-channel pipettes, as well as the replacement of other defective parts, should always be carried out by their local service partner.

5 Faults

Problem	Possible causes	Solution
Tip is not fixed on cone	Tip ejector incorrectly positioned Unsuitable tips	Adjust the position of the tip ejector Use original or compatible tips
Piston sticks, moves irregularly	Soiled piston	Disassemble and clean piston (also grease 5 and 10 ml pipettes and multi-channel pipettes)
Liquid is not aspirated	Blocked cone Volumetric unit of pipette incorrectly assembled Contaminated protective filter for 5 and 10 ml pipettes	Dismantling and cleaning Assemble the lower part according to the instruction manual Replace protective filter
Different liquid level in tips of multi-channel pipettes	Lack of tightness	Check the fit of the pipette tips Replace defective cone, PTFE sleeve or O-ring
Instrument does not perform as required	Lack of tightness Unsuitable tips Contaminated protective filter for 5 and 10 ml pipettes Instrument calibrated incorrectly Use of the instrument with viscous, volatile or extremely temperature-controlled liquids	Check whether cone, PTFE sleeve or O-ring is defective Check compatibility and fit of pipette tips Replace protective filter Perform recalibration Re-calibrate with appropriate liquid

6 Sterilisation

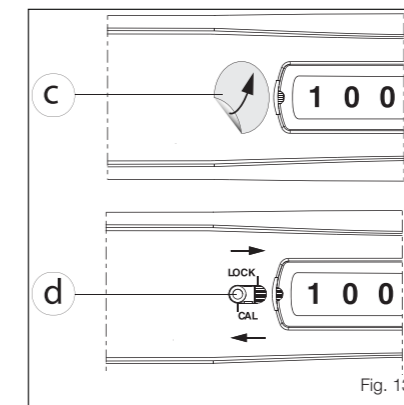
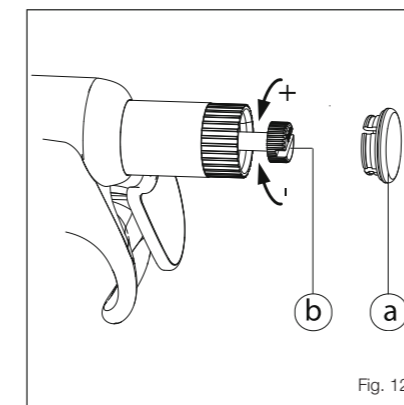
The design of the Sarpette® M takes into account repeated sterilisation in an autoclave at 121 °C. (20 minutes). For models 5 and 10 ml, remove the protective filter before autoclaving. Place the instrument horizontally in the autoclave, avoid direct contact with metal. Before use, check that the pipette is dry and completely cooled. For model 5 and 10 ml, install new protective filter. Check the sealing and performance data regularly, but at least after 50 autoclaving cycles. Re-tighten the volume unit if loose. A change in the colour of the material as well as more difficult rotation of the coloured cap may occur after repeated autoclaving. Correct autoclaving and resulting sterility are the responsibility of the user.

7 Calibration

Each Sarpette® M was calibrated after production and individually tested. The control certificate supplied with the pipette contains all data as well as its serial number. The performance data are checked with distilled water at a constant (± 0.5 °C) room temperature between 20 and 25 °C, in accordance with ISO 8655.

7.1 In-lab calibration

With the Swift-Set calibration system, the pipettes can be quickly and safely adjusted to the correct volume as follows:



- Remove the coloured cap (a) from the push button and remove the calibration screw (b).
- Pull off the calibration seal label (c) and set the calibration slide (d) to the position cal using a pipette tip or pointed object.
- Turn the calibration screw until the average measured volume appears on the digital display without holding the push button.
- Move the calibration slide back into the lock position and while maintaining this position, press the push button all the way down to the second stop.
- Release and place the coloured cap on the push button.
- After a few piston movements, check the result.
- Stick the recalibration seal label to the calibration slide.

8 Warranty

The Sarpette® M is guaranteed against any manufacturing and material defects for the period of time mentioned in the inspection certificate. Damage resulting from disregard of the operating and safety instructions or autoclaving at improper temperature as well as colour deviations of the materials are excluded from the warranty. Repairs and replacement of spare parts do not extend the warranty period. If there are malfunctions that cannot be rectified according to the above instructions, contact your SARSTEDT contact person.

9 Performance data Sarpette® M

9.1 Single-channel Sarpette® M

Volume			Inaccuracy (E %)			Imprecision (CV %)		
Order no.	Volume range	Increment	Min. vol.	Intermediate vol.	Max. vol.	Min. vol.	Intermediate vol.	Max. vol.
90.3100.002	0.1 – 2 µl	0.002 µl	<+/- 6.0%	<+/- 4.0%	<+/- 2.0%	< 5.0%	< 3.3%	< 1.5%
90.3100.010	0.5 – 10 µl	0.01 µl	<+/- 2.5%	<+/- 1.8%	<+/- 1.0%	< 1.8%	< 1.2%	< 0.5%
90.3100.020	2 – 20 µl	0.02 µl	<+/- 2.5%	<+/- 1.8%	<+/- 1.0%	< 1.7%	< 1.0%	< 0.5%
90.3100.100	10 – 100 µl	0.01 µl	<+/- 1.5%	<+/- 1.2%	<+/- 0.8%	< 1.0%	< 0.6%	< 0.2%
90.3100.200	20 – 200 µl	0.2 µl	<+/- 1.5%	<+/- 1.1%	<+/- 0.6%	< 0.6%	< 0.4%	< 0.2%
90.3100.000	100 – 1000 µl	1 µl	<+/- 1.5%	<+/- 1.0%	<+/- 0.5%	< 0.5%	< 0.4%	< 0.2%
90.3100.555	0.5 – 5 ml	0.01 ml	<+/- 1.5%	<+/- 1.1%	<+/- 0.6%	< 0.6%	< 0.5%	< 0.3%
90.3100.111	1 – 10 ml	0.01 ml	<+/- 1.5%	<+/- 0.7%	<+/- 0.5%	< 0.5%	< 0.3%	< 0.2%

9.2 Multi-channel Sarpette® M8 / M12

Volume				Inaccuracy (E %)			Imprecision (CV %)		
Order no.	Volume range	Increment	Number of channels	Min. vol.	Intermediate vol.	Max. vol.	Min. vol.	Intermediate vol.	Max. vol.
90.3108.010	0.5 – 10 µl	0.01 µl	8	<+/- 3.5% ¹⁾	<+/- 2.5%	<+/- 1.5%	< 3.0%	< 2.0%	< 1.0%
90.3108.200	20 – 200 µl	0.2 µl	8	<+/- 0.9% ¹⁾	<+/- 0.8%	<+/- 0.7%	< 0.6%	< 0.5%	< 0.3%
90.3108.300	30 – 300 µl	0.4 µl	8	<+/- 1.0% ¹⁾	<+/- 0.9%	<+/- 0.8%	< 0.6%	< 0.5%	< 0.3%
90.3112.010	0.5 – 10 µl	0.01 µl	12	<+/- 3.5% ¹⁾	<+/- 2.5%	<+/- 1.5%	< 3.0%	< 2.0%	< 1.0%
90.3112.200	20 – 200 µl	0.2 µl	12	<+/- 0.9% ¹⁾	<+/- 0.8%	<+/- 0.7%	< 0.6%	< 0.5%	< 0.3%
90.3112.300	30 – 300 µl	0.4 µl	12	<+/- 1.0% ¹⁾	<+/- 0.9%	<+/- 0.8%	< 0.6%	< 0.5%	< 0.3%

The performance values were determined with distilled water at a constant temperature (± 0.5 °C) between 20 and 25 °C in accordance with ISO 8655.

¹⁾ measured at 10% nominal volume

10 Ordering information

Order no.	Description	Volume range	Inner Packaging	Suitable SARSTEDT pipette tips		
90.3100.002	Single-channel pipettes	0.1 – 2 µl	1 pc./box	70.3010.xxx 70.3020.xxx 70.3021.xxx		
90.3100.010		0.5 – 10 µl		70.3010.xxx 70.3020.xxx 70.3021.xxx		
90.3100.020		2–20 µl		70.3030.xxx 70.3031.xxx		
90.3100.100		10 – 100 µl		70.3030.xxx 70.3031.xxx		
90.3100.200		20 – 200 µl		70.3030.xxx 70.3031.xxx		
90.3100.000		100 – 1000 µl		70.3050.xxx 70.3060.xxx		
90.3100.555		0.5 – 5 ml		70.1183.102 70.1183.002		
90.3100.111		1 – 10 ml		70.1187.102 70.1187.002		
90.3108.010		8-channel pipettes		0.5 – 10 µl	1 pc./box	70.3010.xxx 70.3020.xxx 70.3021.xxx
90.3108.200				20 – 200 µl		70.3030.xxx 70.3031.xxx
90.3108.300	30 – 300 µl		70.3030.xxx 70.3031.xxx 70.3040.xxx			
90.3112.010	12-channel pipettes	0.5 – 10 µl	1 pc./box	70.3010.xxx 70.3020.xxx 70.3021.xxx		
90.3112.200		20 – 200 µl		70.3030.xxx 70.3031.xxx		
90.3112.300		30 – 300 µl		70.3030.xxx 70.3031.xxx 70.3040.xxx		

p/n 03-0-0002-0197

MNL_20_051_0000_200_NF Technical modifications reserved