

	Name	Position	Signature	Date
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RP No. _____ Analyst: _____ Date of Preparation: _____

Expiry Date: _____

1 REAGENTS

Reagent	Manufacturer	Batch No., RP No. or Date Dispensed	Expiry Date
Potassium Nitrate			
Water for Injection			
Milli-Q Water	Date Dispensed: _____		

2 EQUIPMENT DETAILS

Equipment	Tag No.	Calibration Due Date
Balance		
Temperature & Humidity Meter		
Milli-Q Water System		

3 SAFETY

3.1 Ensure appropriate PPE is worn when handling Potassium Nitrate and Nitrate Standard Solutions.

3.2 Avoid generating dust when handling Potassium Nitrate.

2ppm NITRATE STANDARD SOLUTION**4 PROCEDURE****4.1 Preparation of 100ppm Nitrate Standard Solution**

Temperature (°C): _____ Relative Humidity (%RH): _____

	Instruction	Performed By (Initials & Date)
4.1.1	Place a clean weighing boat on the balance and tare. Weigh accurately 0.815g of potassium nitrate. Tare again.	
4.1.2	Transfer the potassium nitrate to a clean and dry 500.0mL volumetric flask. Replace the weighing boat on the balance and record the negative weight _____ g. (Attach printout to this form) Volumetric Flask ID: _____ Calibration Due: _____	
4.1.3	Add about 250mL of water to the volumetric flask and swirl until the potassium nitrate has completely dissolved. Make up to the mark with water and mix thoroughly.	
4.1.4	Label as 100ppm Nitrate Standard Solution in accordance with the current version of SOP-087. Expiry of 100ppm Solution: _____	

4.2 Preparation of 10ppm Nitrate Standard Solution

100ppm Nitrate Standard Solution prepared previously: Yes / No (Please Circle)

If Yes refer to RP number: **RP** _____ **Expiry Date:** _____

Temperature (°C): _____ Relative Humidity (%RH): _____

	Instruction	Performed By (Initials & Date)
4.2.1	Carefully pipette 10.0mL of 100ppm nitrate standard solution in a 100.0mL volumetric flask and dilute with water. Mix thoroughly. Volumetric Flask ID: _____ Calibration Due: _____	
4.2.2	Label as 10ppm Nitrate Standard Solution in accordance with the current version of SOP-087.	

2ppm NITRATE STANDARD SOLUTION**4.3 Preparation of 2ppm Nitrate Standard Solution**

Temperature (°C): _____ Relative Humidity (%RH): _____

	Instruction	Performed By (Initials & Date)
4.3.1	Carefully pipette 20.0mL of 10ppm nitrate standard solution in a 100.0mL volumetric flask and dilute with water. Mix thoroughly. Volumetric Flask ID: _____ Calibration Due: _____	
4.3.2	Label as 2ppm Nitrate Standard Solution in accordance with the current version of SOP-087.	

Attach weigh slip here

/

*Weigh slip not required
(Circle if no weigh slip required)***5 EXPIRY****Expiry of 100ppm Nitrate Standard Solution**

100ppm Nitrate Standard Solution has 14 days stability.

Expiry of 10ppm Nitrate Standard Solution

10ppm Nitrate Standard Solution is to be prepared immediately before use.

Expiry of 2ppm Nitrate Standard Solution

2ppm Nitrate Standard Solution is to be prepared immediately before use.

Reference: TM-041

TE-031-05

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2ppm NITRATE STANDARD SOLUTION**6 STORAGE****Storage of 100ppm Nitrate Standard Solution**

The 100ppm nitrate standard solution can be stored in a sealed volumetric flask at room temperature and labelled as per SOP-087.

7 DISPOSAL

Unused Nitrate Standard Solutions are to be disposed of in an Aqueous Laboratory Waste Container.