

CARE OF STATE STANDARDS

State standards must be handled as primary standards whose integrity must be maintained and which must be protected at all times by an adequate chain of custody. Storage space for standards should be provided which is locked to prevent their unauthorized use and which is constructed to protect them from adverse environmental damage.

All standards should be properly stored at all times. Mass standards (30 kg and 50 lb) and smaller should be stored in their cases or in cabinets. They should not be left out when not in use, such as over-night. The 500-pound stainless steel and similar standards should be covered with plastic or stored in wood cases to protect them from dust and dirt in the air, and they should rest on a clean pad or blocks. All mass standards are to be placed on suitable pads to avoid abrading the bottoms.

Mass standards should never be handled with bare hands. Lifting tools, or clean gloves or cloths are always to be used. If the weights should become soiled, proper cleaning methods are to be used. Ordinarily, this will involve dusting with a camel-hair brush. If standards appear to be visibly dirty, or if there is reason to suspect contamination by dirt, the cleaning procedures described in GMP 5 or GMP 6 should be followed.

Standards, such as volumetric pipets, should be clamped securely in their holding brackets. They should be protected from physical damage as well as from dust and dirt, to the extent possible.