

Biotage® Extrahera™

Installation and Safety



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Installation

Warning

- The system must be unpacked and installed by an authorized Biotage service engineer.
- Follow regional safety practices when handling and moving shipping boxes and containers, and moving the system.
- Observe general and specific safety regulations for the use of the system and its accessories and consumables at all times, in order to reduce the risk of personal injury, fire, and explosion; see "Safety Requirements" on page 7.

Note: We recommend that the boxes and packing materials are kept by the customer in case the system needs to be returned for service or moved to another location.

Download Biotage® Extrahera™ User Documentation

The following user documentation can be downloaded at www.biotage.com:

- » Biotage® Extrahera™ Installation and Safety, P/N 414157 (this document)
- » Biotage® Extrahera™ Getting Started Guide, P/N 414158
- » Biotage® Extrahera™ Safety Translations, P/N 414159

If you have problems downloading the user documentation, please contact your local Biotage representative. See contact information on the back of this document or visit our website www.biotage.com.

Software License Agreement

Biotage Sweden AB licenses the Extrahera software to you only upon the acceptance of all of the terms and conditions in the software license agreement. By using the software, you consent to be bound by and are becoming a party to that agreement.

To read the software license agreement, either request a copy from your local Biotage representative before the installation or read it on your Extrahera system:

1. Turn on the system using the power switch located on the right hand side at the rear of the system.
2. Once the main menu appears, press **About** and then **Licenses** in the top pane.

Site Requirements

Before the system is installed by an authorized Biotage service engineer, the installation site should be prepared as follows:

Fume hood/ventilation system

The system must be either connected to a ventilation system or placed in a well-ventilated fume hood or an equivalent enclosure to reduce the risk of exposure to harmful gases. The ventilation system or fume hood must be capable of exhausting 6 cubic meters/min (212 cubic feet/min).

If the system is to be installed on a benchtop (outside a fume hood or equivalent enclosure), an air duct adapter supplied with the system must be installed on the top of the ventilation fan to allow connection to suitably sized ventilation tubing.

The outer diameter of the air duct adapter is 159.0 ± 0.3 mm ($6.26" \pm 0.01"$) and the inner is 152.7 ± 0.3 mm ($6.01" \pm 0.01"$), i.e. the 160 mm tube should be mounted outside the air duct adapter and the 6" tube on the inside of the air duct adapter.

Weight and dimensions

The total weight of the package including the system is 120 kg (265 lbs). Use suitable lifting equipment when moving the package. The system is supplied on pallet and the dimensions of the package (+ pallet) are: 1230 x 840 x 800 mm ($48.4" \times 33.1" \times 31.5"$).

The fume hood or bench must be able to support the weight of the system, i.e. 75 kg (165 lbs).

The dimensions of the system are (W x D x H):
Without touch screen: 610 x 510 x 730 mm ($24.0" \times 22.1" \times 28.7"$)
With touch screen: 860 x 570 x 730 mm ($33.8" \times 22.4" \times 28.7"$)

Operating temperature

18°C to 32°C

Ambient air

The system must be located in an area where the ambient air is clean. No emission of solid particles or smoke in the air by adjacent equipment is allowed. The level of dust should be comparable to that of normal laboratory spaces.

Humidity: 10% to 90% RH

Electrical supply

100 to 240 V~, 50/60 Hz, 300 VA

Connect only to a properly grounded outlet.

Vacuum supply

Partial pressure range: < 500 mbar (50 kPa; 7 PSI)

Flow rate: ≥ 8.3 L/min (0.29 cubic feet/min)

Connection: The vacuum tube supplied with the system has a 6 mm (0.24") outer diameter and 4 mm (0.16") inner diameter.

Positive pressure unit

AIR port requirements: 5 L/min (0.18 cubic feet/min), 6 ± 0.2 bar (0.6 ± 0.02 MPa; 87 ± 3 PSI) for a fully populated plate/rack and lower to approx. 4 bar (0.4 MPa; 58 PSI) when populating 50% of the plate/rack and 3 bar (0.3 MPa; 44 PSI) when populating 25% of the plate/rack.

N₂ port requirements: 1 L/min (0.04 cubic feet/min) during processing and 70 L/min (2.5 cubic feet/min) during plate dry, 6 ± 0.2 bar (0.6 ± 0.02 MPa, 87 ± 3 PSI)

Connection: The gas tube supplied with the system has a 6 mm (0.24") outer diameter and 4 mm (0.16") inner diameter.

The gas applied to the samples (i.e. the gas connected to the **N₂** port) must be free of moisture, particulates, and hydrocarbons. This is essential to prevent sample contamination and general fouling of the pressure unit.

External fire protection

External fire protection should be installed according to local regulations for equipment operating unattended.

Move the System

Warning

- Before moving the system, please read and observe the safety requirements in "Safety Requirements" on page 7.

If you need to move the system within the laboratory or between laboratories in the same building, follow the instructions below. If you need to ship the system, please contact Biotage® 1-Point Support™ for instructions.

- Prepare the new site according to the site requirements on page 1.
- Clean the waste tubing as described in the getting started guide (P/N 414158).
- Empty the system of liquids by flushing it with air:
 - Remove the solvent inlet lines from their bottles and place them in an empty, clean bottle.
 - Ensure that you have five empty solvent reservoirs in the solvent rack in position **5** on the working area.
 - Press **Maintenance** in the main menu.
 - Press **Flush Solvent Inlets...**
 - Enter the flush volume for S1. 25 mL is required to empty the solvent inlet line and pump of liquid.
 - Press **Flush** for S1.
 - When you have finished flushing the solvent inlet line with air, repeat steps e to f for the other solvent inlet lines (S2-S5).
- Remove the solvent racks in position **5** and **6** (if used) on the working area and empty the reservoirs.
- Remove all accessories and consumables inside the system, i.e. the pipette tip waste bin, plates, racks, etc.
- Turn off the vacuum pump or, if your system is connected to another vacuum source, close the valve.
- Shut down the system by pressing **Shut Down** in the main menu and then **Yes** to confirm.
- When the message "Safe to power off" appears on the screen, turn off the system. The mains switch is located on the right hand side at the rear of the system.
- Unplug the power cord from the power outlet.
- Turn off the gas supply/supplies, and disconnect the pressure regulators and the gas tubes from
 - the supply/supplies and 2) the **AIR** and **N₂** ports located on the right hand side at the rear of the system.
- Disconnect the waste outlet tube from the waste reservoir and empty the waste reservoir.
- Clean the interior of the system and the accessories as described in the getting started guide (P/N 414158).
- Clean the touch screen and the exterior of the system, using a soft and clean cloth. The cloth can be dry or lightly dampened with a neutral detergent or alcohol.
- Attach the four lifting handles to the system; see Figure 1. The handles are supplied with the system.
- The system weighs 75 kg (165 lbs). Carefully lift the system using the four lifting handles and place it on a trolley that can support the weight of the system. Four persons are required when lifting the system.
- Move the trolley and the rest of the equipment (the pipette tip waste bin, waste reservoir, vacuum pump (if used), solvent bottles, etc.) to the new location.
- Carefully lift the system and place it in a well-ventilated fume hood or on a bench. Four persons are required when lifting the system. Place the system so that the mains switch is easy to access.
- If the system is not placed in a fume hood, connect the outlet of the Extrahera top ventilation to a ventilation system:
 - Connect an air duct adapter from Biotage to the outlet of the Extrahera top ventilation.
 - Connect a ventilation tube between the air duct adapter and the exhaust. The outer diameter of the air duct



Figure 1. The four lifting handles supplied with the system must be used when moving the system.

adapter is 159.0 ± 0.3 mm ($6.26'' \pm 0.01''$) and the inner is 152.7 ± 0.3 mm ($6.01'' \pm 0.01''$), i.e. the 160 mm tube should be mounted outside the air duct adapter and the 6" tube on the inside of the air duct adapter. Ensure that the tube cannot be blocked.

19. It is important that the system is not tilting backward. Level the system by adjusting the height of the feet. There is a built-in spirit level in the bottom of the system, in the front left corner. See Figure 2.



Figure 2. The built-in spirit level in the bottom of the system, in the front left corner.

20. Connect a pressurized air or nitrogen supply to the **AIR** port located on the right hand side at the rear of the system using one of the pressure regulators; see Figure 3.

Note that the pressure should be adjusted according to how many positions in the extraction plate or column rack that are populated. Use 6 ± 0.2 bar (0.6 ± 0.02 MPa; 87 ± 3 PSI) for a fully populated plate/rack and lower to approximately 4 bar (0.4 MPa; 58 PSI) when populating 50% of the plate/rack and 3 bar (0.3 MPa; 44 PSI) when populating 25% of the plate/rack.

21. Connect a pressurized air or nitrogen supply to the **N₂** port located on the right hand side at the rear of the system using one of the pressure regulators; see Figure 3. Set the pressure to 6 ± 0.2 bar (0.6 ± 0.02 MPa; 87 ± 3 PSI). The gas must be free of moisture, particulates, and hydrocarbons. This is essential to prevent sample contamination and general fouling of the pressure unit.

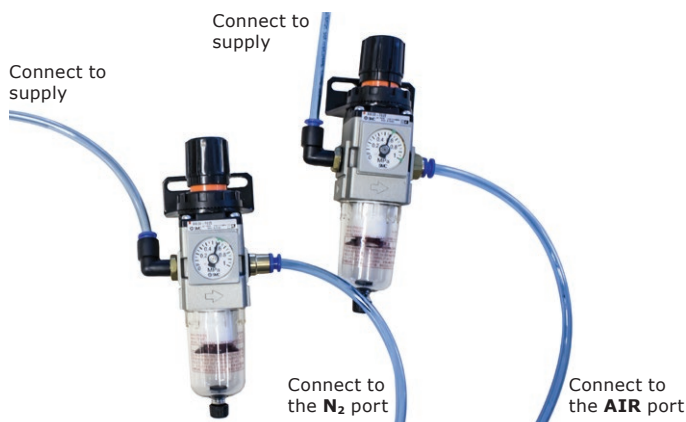


Figure 3. The setup of the two pressure regulators.

22. Place the solvent bottles on the side of the system and insert the solvent inlet lines into the correct bottles. Ensure to use appropriate caps to prevent harmful solvent vapors from escaping and the contents from being spilled.
23. Place the waste reservoir on the side of the system and connect the waste outlet tube and vacuum to it; see Figure 4. If using a vacuum pump, ensure that the vacuum pump fumes are directed into a proper ventilation system.

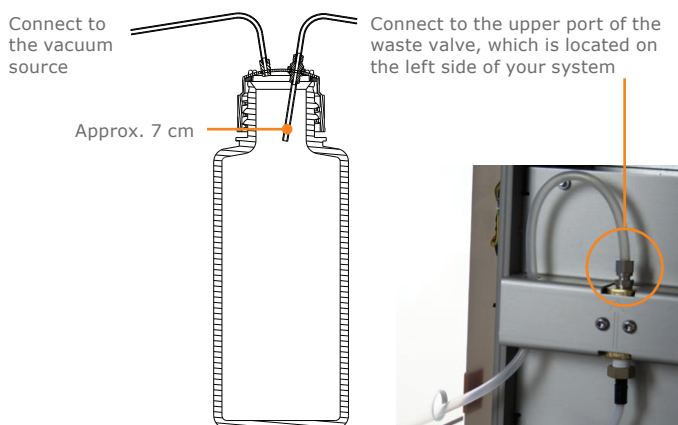


Figure 4. The setup of the waste kit.

24. Connect the system to a properly grounded (earthed) power outlet with the correct mains voltage and frequency.
25. Ensure that the power cord and any cables, hoses, and tubing connected to the system cannot come in contact with chemicals. Corrosives and solvents can degrade the cord/cable insulation and dissolve the hoses and tubing. There is a risk of electric shock, fire, and/or equipment damage.
26. Turn on the system. The mains switch is located on the right hand side at the rear of the system.
27. Place the pipette tip waste bin for used pipette tips below the **WASTE** position on the working area.
28. Place the solvent rack with five new, empty solvent reservoirs in position **5** on the working area. Ensure that the solvent feeder is pulled out into the correct position; see Figure 5.

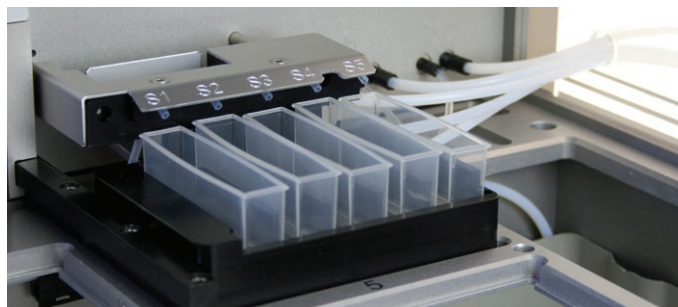


Figure 5. The solvent feeder in position.

Connections

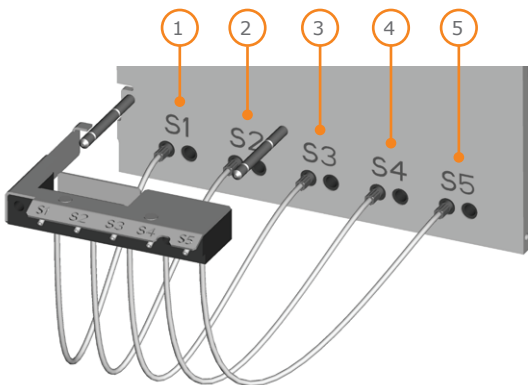


Figure 6. Solvent connections located on the back wall inside the system.

Port	Label	Connect
1	S1	The S1 solvent inlet line (right port) and the S1 solvent feeder tube (left port).
2	S2	The S2 solvent inlet line (right port) and the S2 solvent feeder tube (left port).
3	S3	The S3 solvent inlet line (right port) and the S3 solvent feeder tube (left port).
4	S4	The S4 solvent inlet line (right port) and the S4 solvent feeder tube (left port).
5	S5	The S5 solvent inlet line (right port) and the S5 solvent feeder tube (left port).

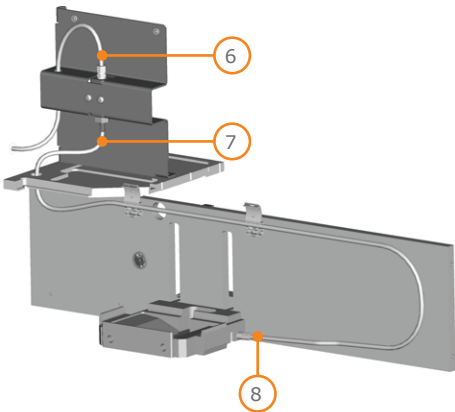


Figure 7. Waste connections located on the back wall inside the system.

Port	Label	Connect
6		Waste outlet tube between the waste valve and the waste reservoir.
7 + 8		Waste tube between the waste valve and the extraction waste collector.

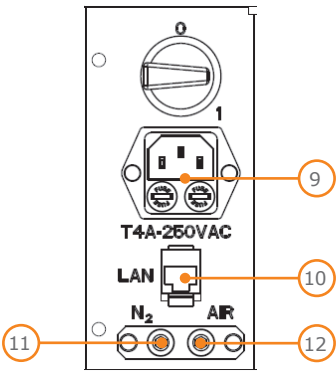


Figure 8. Connections located on the right hand side at the rear of the system.

Port	Label	Connect
9	T4A-250VAC	Electrical supply: 100 to 240 V~, 50/60 Hz, 300 VA Fuses: T4A (2 required)
10	LAN	Not used in this release.
11	N ₂	The gas applied to the samples through the pressure head. See the gas supply requirements in the technical specification on page 5. The gas must be free of moisture, particulates, and hydrocarbons. This is essential to prevent sample contamination and general fouling of the pressure unit.
12	AIR	The gas used for the movement of the pressure head. See the gas supply requirements in the technical specification on page 5.

Upgrade the Biotage® Extrahera™ Software
Please refer to the instructions delivered with the new software.

Technical Specification

Note: The system contains corrosion sensitive parts. Best practice is to avoid sustained continuous exposure to acidic and basic vapors by always removing the solvent reservoirs when the system is not in use, and cleaning the system following usage. Usage of acids containing chloride ions, e.g. hydrochloric acid (HCl), in the solvent pumps is not supported at any concentration.

System Requirements

Ambient temperature	Operating temperature: 18°C to 32°C Storage and transportation temperature: -25°C to 60°C
Humidity	10% to 90% RH
Electrical supply	100 to 240 V~, 50/60 Hz
Fuses	T4A at the power inlet (2 required)
Maximum power consumed	300 VA
Gas supply	AIR port: 5 L/min (0.18 cubic feet/min), 6 ± 0.2 bar (0.6 ± 0.02 MPa; 87 ± 3 PSI) for a fully populated plate/rack and lower to approx. 4 bar (0.4 MPa; 58 PSI) when populating 50% of the plate/rack and 3 bar (0.3 MPa; 44 PSI) when populating 25% of the plate/rack. N₂ port: 1 L/min (0.04 cubic feet/min) during processing and 70 L/min (2.5 cubic feet/min) during plate dry, 6 ± 0.2 bar (0.6 ± 0.02 MPa, 87 ± 3 PSI)
Vacuum supply	Partial pressure range: < 500 mbar (50 kPa; 7 PSI) Flow rate: ≥ 8.3 L/min (0.29 cubic feet/min)
Weight	75 kg (165 lbs)
Dimensions (WxDxH)	Without touch screen: 610 x 510 x 730 mm (24.0" x 22.1" x 28.7") With touch screen: 860 x 570 x 730 mm (33.8" x 22.4" x 28.7")
Max sound level	65 dB(A)

Liquid Handling

Solvent inlets	5
Waste outlet	1
Pipetting pump	Up to 1000 µL At 50 µl: ±2.0% accuracy and 1.0% CV At 100 µl: ±2.0% accuracy and 1.0% CV At 500 µl: ±1.5% accuracy and 1.0% CV At 1000 µl: ±1.0% accuracy and 1.0% CV
Processing format	96-well extraction plates, 96-array plates for 1- and 2-mL wells, 96-position extraction racks for 1-mL (tablets) columns (A format), 48-well extraction plates, and 24-position extraction racks for 1-, 3-, and 6-mL (tablets) columns (A, B, and C format)
Processing pressure	0 to 5 bar
Interfaces	
Touch screen	12.1"
Ethernet LAN	Complies with IEEE 802.3 (ANSI 8802-3)
USB	USB 2.0

Safety

Intended Use

The Biotage® Extrahera™ system from Biotage is intended solely for automating sample preparation. The system has to be operated in a laboratory environment by trained professionals. All operations must be performed:

- » According to the user documentation delivered with the system.
- » According to instructions available at www.biotage.com.
- » According to instructions provided through dialogs appearing on the screen.
- » According to instructions given by the technical support staff from Biotage.
- » Within limits set by the system's technical specification.

Failure to follow those instructions and operate within the limits set by the technical specification may result in personal injury and/or equipment damage.

Education, Training, and Competence

It is your responsibility to provide all applicable health and safety regulations to your personnel. You must also ensure that all personnel involved in the operation and maintenance of the system fulfill the following criteria:

- » Have the necessary education, training, and competence required for the intended use of the system.
- » Observe general and specific safety regulations for the use of the system and its accessories and consumables at all times, in order to reduce the risk of personal injury, fire, and explosion.

Warranty and Liability

See the "Biotage Terms & Conditions of Sale" document at www.biotage.com.

Service

All service must be performed by an authorized Biotage service engineer. Before handing over the system for service, it should be emptied of liquid and cleaned from harmful residues.

It is the responsibility of the customer to inform Biotage 1-Point Support representatives if the system has been used with hazardous biological, radioactive, or toxic samples and/or solvents, prior to any service being performed. When returning equipment to Biotage, this should be done in accordance with the material return procedures supplied separately by Biotage.

Only genuine Biotage accessories must be used in the system.

Safety Features

The ventilated system enclosure protects the user against mechanical hazards and potentially harmful solvents and/or vapors. The system cannot be operated when:

- » the door is open, and/or
- » the integral system ventilation fan is not working.

Labels

Labels used on the system:



In accordance with all the essential requirements of all applicable European product directives; see the Declaration of Conformity document supplied with the product.



In accordance with both U.S. and Canadian safety standards; see the Declaration of Conformity document supplied with the product.



Subject to the Waste Electrical and Electronic Equipment (WEEE) Directive; see "WEEE Compliance Statement" on page 8.



Manufacturer.



Consult accompanying user documentation.



The samples used with the system are potentially hazardous and can cause illness.

Observe general as well as specific safety regulations for the use of the system and its accessories and consumables at all times, in order to reduce the risk of personal injury; see "Safety Requirements" on page 7.



There is a risk of crushing when the system is in service mode. Note that all service must be performed by an authorized Biotage service engineer.

Explosion Risk

The system has open solvent reservoirs. If the ventilation fails and solvent vapors are not removed, an explosive environment could be generated. If the system is found with the door closed and the power off, you must:

1. Ventilate the system properly by opening the door manually using the T25 Torx screwdriver supplied with the system; see Figure 9 below. Ensure to take the necessary precautions to avoid exposure to potentially harmful solvents and/or vapors.

2. Remove all solvent reservoirs and remove any spillage before turning the system back on.

We do not recommend that the system is left unattended for an extended period of time when using flammable solvents.



Figure 9. Open the door manually by turning the screw counterclockwise.

Safety Requirements

You must observe all safety requirements when installing and operating the system. Failure to install or use the system in a manner specified by Biotage may result in personal injury and/or equipment damage. If the system has been damaged or does not function properly, shut it down, remove any solvents, samples, and waste inside the system, and contact Biotage 1-Point Support immediately (www.biotage.com).

Installation

- » The system must be unpacked and installed by an authorized Biotage service engineer. Prepare the installation site as described on page 1.
- » Follow regional safety practices when handling and moving shipping boxes and containers, and moving the system.
- » The total weight of the package including the system is 120 kg (265 lbs). Use suitable lifting equipment when moving the package.
- » The system weighs 75 kg (165 lbs). The four lifting handles supplied with the system must be used when moving the system. Four persons are required when lifting the system.
- » Do not place any equipment or bottles on top of the system.
- » The system must be electrically grounded (earthed). Use only a power cord supplied by Biotage. The ground prong on the cord plug must not be removed and the plug should only be connected to a grounded outlet as per local and national regulations. Keep the mains plug easily accessible in case the system needs to be disconnected quickly from mains power.
- » Ensure that the power cord and any cables, hoses, and tubing connected to the system cannot come in contact with chemicals. Corrosives and solvents can degrade the cord/cable insulation and dissolve the hoses and tubing. There is a risk of electric shock, fire, and/or equipment damage.
- » The system must be either connected to a ventilation system or placed in a well-ventilated fume hood or an equivalent enclosure to reduce the risk of exposure to harmful gases. The ventilation system or fume hood must be capable of exhausting 6 cubic meters/min (212 cubic feet/min).
- » When installing the system inside a fume hood, follow local and national safety regulations for installing a system inside a fume hood and the safety regulations supplied by the fume hood manufacturer.
- » When the system is connected to a ventilation system, an air duct adapter from Biotage must be mounted between the outlet of the Extrahera top ventilation and the ventilation tube. Ensure that the ventilation tube cannot be blocked.
- » If using a vacuum pump, ensure that the fumes are directed into a proper ventilation system.

Operation

- » Use the system only for its intended purpose, as described in the user documentation delivered with the system and user documentation available at www.biotage.com.
- » To avoid leakage, check the following before operating the system:
 - Ensure that all connections are properly connected and tightened (see the “Connections” section on page 4).
 - Ensure that the extraction waste collector, waste reservoir, and solvent rack with five reservoirs (in position 5 on the working area) are in place, and that the waste reservoir and the pipette tip waste bin are not full.
 - Ensure that pipette tips of the correct size have been loaded into the correct positions in the pipette tip racks.
- » To avoid damaging the system, use care to ensure that all solvents used with the system are free of particulates.
- » Never operate the system when damaged.

Chemical and Biological Safety

- » Check regularly for leaks and spills. If leakage is observed, follow the instructions in the “Troubleshooting” section in the “Biotage® Extrahera™ Getting Started Guide” document. If spillage has occurred, follow the instructions for cleaning the interior of the system in the “Biotage® Extrahera™ Getting Started Guide” document.
- » Always place the solvent bottles and waste reservoir on the side of the system.
- » Use appropriate caps on the solvent bottles to prevent harmful solvent vapors from escaping and the contents from being spilled.
- » The system operates using electricity, which can introduce additional hazards with certain solvents if not properly connected, vented, or set up with recommended manufacturer approved settings.
- » Never leave solvents, samples, or waste inside the system when the ventilation is turned off.
- » Follow all generally-accepted lab safety procedures and applicable laws and regulations.
- » All samples and waste should be treated as potentially biohazardous.
- » Always follow local and national safety regulations related to storage, handling and disposal of chemicals, biological samples and waste.
- » Read and understand the safety data sheet (SDS) provided by the chemical manufacturer before storing, handling, working with, or disposing of any chemical or hazardous substance.
- » Personnel working with or near the system must wear protective clothing, safety gear, and eye protection that comply with local and national safety regulations.

Maintenance and Troubleshooting

- » If the system is found with the door closed and the power off, ensure to ventilate the system properly before turning the system back on. Follow the instructions in the “Explosion Risk” section on page 6.
- » If the fan stops working, shut down the system, remove any solvents, samples, and waste inside the system, and contact Biotage 1-Point Support.
- » If the ventilation is too low, potentially harmful gases will escape into the surrounding environment. Ensure to take the necessary precautions to avoid exposure to harmful gases.
- » Follow all maintenance instructions in the “Maintenance” chapter of the “Biotage® Extrahera™ Getting Started Guide” document.
- » Clean the waste tubing regularly to avoid leakage caused by the tubing getting clogged. See instructions in the “Biotage® Extrahera™ Getting Started Guide” document.

- » There are no user serviceable parts inside the system. Covers and safety shields may only be removed by an authorized Biotage service engineer. Potential electrical hazard exists due to high voltage circuits inside the system.
- » The power cord should be inspected periodically and replaced if damaged or altered. Use only a power cord supplied by Biotage.
- » The system uses double pole fusing. Use only exact replacement fuses supplied by Biotage. Incorrect fuses create a potential fire hazard.
- » Use only tubing, nuts, and ferrules supplied by Biotage.
- » Use caution when finger-tightening fittings to prevent stripped threads or crushed ferrules.

WEEE Compliance Statement

Valid for customers in EU countries



We are committed to being a good corporate citizen. As part of that commitment, we strive to maintain an environmentally conscious manufacturing operation. The European Union (EU) has enacted a directive on product recycling (Waste Electrical and Electronic Equipment, WEEE).

Products falling under the scope of the WEEE Directive are identified with a crossed over “wheelie bin” symbol on the product label, as indicated to the left. To forward a product for recycling or proper disposal, use an authorized collection system or return it to Biotage Sweden AB. Before forwarding a product for recycling or disposal, it should be emptied of liquid and cleaned from harmful residues. When returning a product to Biotage, this should be done in accordance with the material return procedures supplied separately by Biotage.

Safety in Other Languages

Translated versions of the safety chapter can be downloaded at www.biotage.com. If you have problems downloading the safety translations (“Biotage® Extrahera” Safety Translations”), please contact your local Biotage representative. See contact information on the back of this document or visit our website www.biotage.com.

General Information

Consumables and Accessories

Only genuine Biotage accessories must be used in the system.
To order consumables and accessories, see contact information on the back of this document or visit our website www.biotage.com.

Manufacturer



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Biotage Sweden AB

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