EQPCC Comprehensive Qualification

Model

Serial Number Asset Number

Document ID

Balance



METTLER TOLEDO

LabTec Instrument EQPac

Table of Contents

1. Introduction

- 1.1 Scope
- 1.2 Contents
- 1.3 Authorized Performer and Reviewer
- 1.4 Equipment Qualification SOP
- 1.5 Release of EQPac by Instrument Owner
- 1.6 Approval of (this section)
- 2. Design Qualification (DQ)
- 2.1 DQ Reference
- 3. Installation Qualification (IQ)
- 3.1 Reason for Qualification
- 3.2 Receiving and Unpacking
- 3.3 Documents used for evaluation of completeness
- 3.4 Instrument Identification and Completeness of Delivery
- 3.5 Installation Site Verification
- 3.6 Visual Verification of Equipment
- 3.7 Start-up / Power-up Procedure
- 3.8 System Location
- 3.9 IQ Deviation Log
- 3.10 IQ Completion

4. Operational Qualification (OQ)

- 4.1 Objective/Purpose
- 4.2 Operational Readiness
- 4.3 Functional Tests
- 4.4 Initial Calibration Reports
- 4.5 User Training
- 4.6 OQ Deviation Log

- 4.7 OQ Completion
- 5. Performance Qualification (PQ)
- 5.1 Routine tests by Balance User
- 5.2 Calibration by Service Provider
- 5.3 PQ Completion
- 6. Completion and Release to Routine Operation
- 6.1 Completion of Installation
- 6.2 Release for Routine Operation
- 7. Maintenance Qualification (MQ)
- 7.1 Maintenance Provider
- 7.2 Maintenance and/or Calibration Recommendation
- 7.3 MQ Completion