



**INSTALLATION QUALIFICATION PROTOCOL FOR COLONY COUNTER**

**Pre - Execution Approval**

	<b>Name</b>	<b>Designation</b>	<b>Signature</b>	<b>Date</b>
Prepared By				
Reviewed By				
Reviewed By				
Reviewed By				
Approved By				

**1.0 Objective:**



## **INSTALLATION QUALIFICATION PROTOCOL FOR COLONY COUNTER**

The purpose of installation qualification is as follows

- To provide documented evidence that the mentioned Colony Counter is installed as per design.
- To ensure that the Colony Counter installed confirms to purchase specifications and manufacturer literature, and to document the information that the Colony Counter meets the specification.

### **2.0 Scope:**

**Scope is limited to the following**

<b>Equipment / System Name</b>	<b>Colony Counter</b>
<b>ID Number</b>	.....
<b>Location</b>	<b>Incubation Room</b>

### **3.0 Equipment / System Description:**

The colony counter used for counting the colonies. In colony counter have following parts.

- A magnifying lens is fitted on the top to view the colonies.
- Illumination from the bottom.
- An electronic marker pen having sharp tip which is counting the colonies, marking ink dot on each count.
- Each count is registered automatically on the digit counter on the top panel, at the end of the counts the digits are to be recorded as a total count.

### **4.0 Checklist for Preinstallation verification:**



**INSTALLATION QUALIFICATION PROTOCOL FOR COLONY COUNTER**

The purpose of the checklist is to confirm the availability of required documents for installation and to verify the availability of components and parts as per the approved purchase order in presence of the technical personnel of the vendor.

Preinstallation verification checklist is enclosed as Annexure - I.

**5.0 Checklist for Installation verification:**

Installation verification checklist is enclosed as Annexure - II.

**6.0 Any Changes identified towards equipment design / lay out.**

Refer Annexure - III.

**7.0 Recommendations and Conclusions:**

.....  
.....  
.....  
.....

**8.0 References:**

- Copy of Purchase order
- Packing list supplied by vendor (Not applicable).
- List of spares (Not applicable).
- Installation Qualification submitted by vendor.
- Impact Assessment analysis.

**9.0 Annexure**

- Annexure - I : Check list for Preinstallation Verification.
- Annexure - II : Check list for Installation Verification.
- Annexure - III : List of Changes / Deviation.
- Annexure - IV : Installation Qualification Submitted by the vendor.
- Annexure - V : Impact Assessment Analysis.
- Annexure - VI : Summary Report of Installation Qualification
- Annexure - VII : Copy of Purchase order



**INSTALLATION QUALIFICATION PROTOCOL FOR COLONY COUNTER**

**10.0 Abbreviations:**

IQ : Installation Qualification

**Post execution approval:**

	<b>Name</b>	<b>Designation</b>	<b>Signature</b>	<b>Date</b>
Compiled By				
Reviewed By				
Reviewed By				
Reviewed By				
Approved By				



**INSTALLATION QUALIFICATION PROTOCOL FOR COLONY COUNTER**

**Annexure - I**

**Checklist for Preinstallation Verification**

S.No.	Main Components Accessories / Documents	Code / Doc No.	Actual	Remarks
1.	Purchase Order No.	.....		
2.	Vendor's Name	Scientico Instruments		
3.	Instrument Make	Electron		
4.	Instrument Model No.	.....		
5.	Instrument Manual	Instrument Manual submitted by the vendor		



**INSTALLATION QUALIFICATION PROTOCOL FOR COLONY COUNTER**

**Annexure - II**

**Checklist for Installation Verification**

S.No.	System Data	Acceptance Criteria	Actual	Remarks
<b>A.</b>	<b>Equipment /Instrument specific details</b>			
1.	Control Panel Testing	All the components on the control panel function as designed		
2.	Bench Surface	Vibration free even surface bench		
3.	Verification	Major components are securely anchored and protected from shock		
		No observable physical damage		
		Electrical connections have been done according to drawing		
		Required electric connections are tight and proofed		
		Equipment identification nameplate is visible		



**INSTALLATION QUALIFICATION PROTOCOL FOR COLONY COUNTER**

S.No.	System Data	Acceptance Criteria	Actual	Remarks
<b>B.</b>	<b>Location suitability</b>			
1.	Location	Should be place in Incubation Room		
<b>C.</b>	<b>Utilities</b>			
1.	Electrical power supply	Should be 230 V; AC; 50 Hz, I phase, 15 AMP		
<b>D.</b>	<b>Safety</b>			
1.	Not Applicable	Not Applicable		
<b>E.</b>	<b>MOC Certificates</b>			
1.	Not Applicable	Not Applicable		
<b>F.</b>	<b>Calibration Certificates</b>			
1.	Not Applicable	Not Applicable		
<b>G.</b>	<b>Testing Certificates</b>			
1.	Not Applicable	Not Applicable		
<b>H.</b>	<b>Drawing Details</b>	<b>Drawing No.</b>		
1.	Not Applicable	Not Applicable		



**INSTALLATION QUALIFICATION PROTOCOL FOR COLONY COUNTER**

**Annexure - III**

**List of changes / Deviations**

<b>S.No.</b>	<b>Description of Change / Deviations</b>	<b>Justification based on impact analysis</b>

**Verified By:**

**Approved By:**





**INSTALLATION QUALIFICATION PROTOCOL FOR COLONY COUNTER**

**Annexure - VI**

**Summary Report of Installation Qualification**

<b>Checks</b>	<b>Observations (Yes / No)</b>	<b>Reviewed By Sign / Date</b>
All test procedures executed and verified as per the protocol.		
All criteria set forth in the installation qualification were met.		
Deviation if any		

**Summary:**

---

---

---

---

---

---

---

**Summary Report Prepared By:**

**Date & Sign**