



INSTALLATION QUALIFICATION PROTOCOL FOR DRYING OVEN

Pre - Execution Approval

	Name	Designation	Signature	Date
Prepared By				
Reviewed By				
Reviewed By				
Reviewed By				
Approved By				



INSTALLATION QUALIFICATION PROTOCOL FOR DRYING OVEN

1.0 Objective:

The purpose of installation qualification is as follows

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

2.0 Scope:

Scope is limited to the following

Equipment / System Name	Drying Oven
ID Number
Location	Wash Room

3.0 Equipment / System Description:

Drying Oven is made of stainless steel.

- In the drying oven heater is fitted having total rating of 1000 watts to generate desired heat.
- It is recommended to set 50°C to 250°C.
- The samples are kept in the chamber for drying at desired temperature.

4.0 Checklist for Preinstallation verification:

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.



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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:

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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



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10.0 Abbreviations:

IQ : Installation Qualification

°C : Degree centigrade

Post execution approval:

	Name	Designation	Signature	Date
Compiled By				
Reviewed By				
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Approved By				



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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		



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Annexure - II

Checklist for Installation Verification

S.No.	System Data	Acceptance Criteria	Actual	Remarks
A.	Equipment /Instrument specific details			
1.	Chamber Dimensions	Should be 60 x 60 x 90 cm		
2.	Inside & Out side Chamber (MOC)	Should be SS - 304		
3.	Insulation material	Should be of glass wool Insulation		
4.	Dry Heater (MOC & Capacity)	SS Tubular Heater 1000 Watts		
5.	Temperature range	50°C to 250°C		
6.	Circulating Motor Make	Eltek		
	Circulating Motor Capacity	1/12 H.P.1400 RPM		
	Circulating Motor Fan	Blower		
7.	Temperature sensor type	PT-100 Type		



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S.No.	System Data	Acceptance Criteria	Actual	Remarks
A.	Equipment /Instrument specific details			
8.	Verification	Properly mounted, supported & connected		
		Properly labeled / identified		
		Major components are securely anchored and protected from shock		
		No observable physical damage		
		Sufficient Room Provided		
		Electrical connections have been done according to drawing		
		Required electric connections are tight and proofed		
		Equipment identification nameplate is visible		



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S.No.	System Data	Acceptance Criteria	Actual	Remarks
B.	Location suitability			
1.	Location	Should be installed In Wash Room		
C.	Utilities			
1.	Electrical Power Supply	230 Volts AC 50Hz 1 phase supply should be provided		
2.	Circuit breaker	15 Amp		
D.	MOC Certificates			
1.	Not Applicable	Not Applicable		
E.	Calibration Certificates			
1.	Calibration Certificates	Should be provided		
F.	Testing Certificates			
1.	Testing Certificates	Should be provided		
G.	Drawing Details			
1.	Not Applicable	Not Applicable		



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Annexure - III

List of Changes / Deviations

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

Verified By:

Approved By:



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Annexure - VI

Summary Report of Installation Qualification

Checks	Observations (Yes / No)	Reviewed By Sign / Date
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