



BUCHI Laboratory Equipment

Requirements prior to an IQ / OQ

This document is intended to verify that all the environmental conditions, as well as the system requirements are appropriate and available, before performing an IQ / OQ. The document must be completed by the responsible person who will be accompanying the qualification.

Note: If the device is going to be installed in a fume hood, make sure that all the necessary connections (power, water, gas etc.) are available inside it.

The device is installed in a place where the following criteria are fulfilled:	OK	Not OK	Not required
Clean, steady and level surface (e.g. lab bench)	<input type="checkbox"/>	<input type="checkbox"/>	
Consider the weight of the device!			
Ambient temperature is between +5 and +40 °C	<input type="checkbox"/>	<input type="checkbox"/>	
Installation site is not higher than 2000 meters above sea level	<input type="checkbox"/>	<input type="checkbox"/>	
Relative humidity is not higher than 80 % for temperatures up to 31 °C decreasing linearly to 50 % relative humidity at 40 °C	<input type="checkbox"/>	<input type="checkbox"/>	
No direct exposure of the device to sunlight	<input type="checkbox"/>	<input type="checkbox"/>	
Enough free space around the device (usually at least 30cm) Consider the maximum device dimensions!	<input type="checkbox"/>	<input type="checkbox"/>	
Voltage and frequency of the mains matches the unit specifications, see unit shield or technical data for the correct specifications	<input type="checkbox"/>	<input type="checkbox"/>	
Mains ground connection (earth) is available and has been verified	<input type="checkbox"/>	<input type="checkbox"/>	
Analytical balance with calibration certificate (necessary for Kjeldahl, PrepChrom and Encapsulator)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EX-proof room is in accordance with the device	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooling water < 25 °C and flow rate > 1.2 L/min (not pulsed) * ¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compressed air, nitrogen (N ₂), carbon dioxide (CO ₂) etc. * ²	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chemicals and reagents (not included in IQ / OQ set) * ³	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*¹ Industrial Rotavapor 20 Liter. → Flow rate > 2 L/min; 50 Liter. → Flow rate > 3.5 L/min. All flow rates must be pulse-free and not exceed 2.7 bar absolute pressure. Optional: Use of a Chiller

*² For the gases which are necessary for performing the IQ / OQ as well as for the correct functioning of the device, please refer to the operating instructions and IQ / OQ documentation for the necessary purity, as well as the quantity, pressure, size and type of connections.

*³ For the chemicals and reagents, which are necessary for performing the IQ / OQ as well as for the correct functioning of the device, please refer to the operating instructions and IQ / OQ documentation for the necessary quality and quantity.

Company name (Capital letters): Date:

Completed by (Capital letters): Signature:

Please return this completed form (Fax or E-Mail) back to your IQ / OQ supplier, in order to arrange an appointment to carry out the IQ / OQ at your site.

To be completed by person performing the qualification:

Verified by (Capital letters): Date:

Device name: Signature: