

Company Name	Installation Qualification Protocol		Company Logo
Name of Equipment / System / Facility			
Document No. :	IQ-XXX/YY	Revision No. :	NN
Effective Date			

Installation Qualification Protocol

Name of Equipment / System / Facility :

Equipment Identification No. :

Location:

Department:

PHARMA STATE

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1.0 Purpose :

The purpose of this Installation Qualification (IQ) protocol is to verify that *Equipment / System / Facility* has been installed in accordance with the design specifications, user requirements, & GMP requirements meeting the acceptance criteria as defined in this protocol

2.0 Scope :

This Installation Qualification protocol is applicable “*Name of system / facility / equipment / instrument*” at *Company Name*, (Location).

3.0 Approval Signatures:

Following personnel are responsible for preparation, review and approval of Installation Qualification document for “*Name of system / facility / equipment / instrument*”

	Name/ Designation	Signature	Date
Prepared by			

	Name/ Designation	Signature	Date
Reviewed By			

	Name/ Designation	Signature	Date
Approved By			

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4.0 Responsibility :

Team	Responsibility
Equipment/System owner	To Prepare Installation Qualification Protocol and collect the supporting data.
Engineering / Projects	To review the Installation Qualification along with the supporting data.
Manufacturer / Vendor	To review the Installation Qualification along with the supporting data.
Head – Regulatory Compliance	To review the Installation Qualification along with the supporting data.
Head – Quality Assurance	To approve Installation Qualification Protocol.

5.0 Brief Description of Equipment:

5.1 Description :

5.2 Identification :

Equipment Name	
Model Number / Sr. Number	
Location of Installation	
Vendor's Name	
Address	

6.0 Equipment Review & Installation Verification :

6.1 Mechanical Verification :

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Sr. No.	Check Points & Standard Requirements

6.2 Electrical Verification :

Sr. No.	Check Points & Standard Requirements

6.3 Instrumentation Verification :

Sr. No.	Check Points & Standard Requirements

6.4 Verification of General Requirements :

Sr. No.	Check Points & Standard Requirements

7.0 Reference :

8.0 History :

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9.0 Abbreviations :

10.0 Annexures :

11.0 Deviation Report :

