VMware Virtual Machine

Installation Qualification

WE7VIDAAPP002
System Name

VDH Dalian - PI Data Archive Secondary - Production

System's Primary Function

FINAL APPROVAL

Completion of the following signature block signifies that the appropriate parties have reviewed and have approved this installation qualification. The undersigned agree that system is installed completely, properly, and is in an environment suitable for its intended use.

Performed By: _____ Date:_____N/A_____

Performed By: _____N/A_____ Date:_____N/A_____

Technical/Peer Review: _____ Date:_____N/A_____

Information Systems: _____ Date: _____N/A_____

Table of Contents

1. Purpose

This document will be used for the installation and configuration of a Virtual Machine in the Mylan Inc. VMware environment.

2. Scope

This document is specific to Linux and Windows operating systems and VMware.

3. ACRONYMS, ABBREVIATIONS, TERMS AND DEFINITIONS

This section defines the abbreviations, acronyms, terms and definitions that are specific to this document.

Table 1: Abbreviations, Acronyms, Terms, and Definitions

Abbreviations, Acronyms and Terms	Definition
IQ	Installation Qualification
IQS	Installation Qualification Scripts
IP Address	The Internet Protocol (IP) is the method or protocol by which data is sent from one computer to another on the LAN and the Internet. Each computer (known as a host) on the Internet has at least one IP address that uniquely identifies it from all other computers on the Internet.
SAN	Storage Area Network – Hardware and software combined to interconnect different data storage devices with associated data servers.
Guest Operating System	Currently supported Operating Systems for use on VMware can be found at http://www.vmware.com.
WI	Approved Work Instructions that define processes for miscellaneous task.
Installation Source	The source by which the VM was built. VMware Template, ISO, or Clone.
DMZ	(demilitarized zone) – the virtual area, protected by at least one or more firewalls, between Mylan's internal network and the Internet
Virtual Center	Software that manages an enterprises virtual machines as a single, logical pool of resources.
Virtual Machine	A self-contained operating environment that behaves as if it is a separate computer.
Data Store	The storage location for virtual machine files.
Hostname	The unique name by which any device attached to a network is known.
Template	An existing customizable VM Image used to create the desired VM
VMFS	The file system VMWare uses for storing virtual machine disk and configuration files

Abbreviations, Acronyms and Terms	Definition
Network Port Group	A set of ports on a virtual switch configured with common attributes.

4. References

4.1. IT-WI-8508-0024: Work Instruction Deploying Virtual Machine from Template (Windows VM Work Instruction)

4.2. IT-WI-8508-0026: Work Instruction Deploying Linux Virtual Machine from Template (Linux VM Work Instruction)

5. Assumptions, Limitations, Exclusions

5.1. Assuming all hardware and software has been acquired for installation.

6. Addendums, Supplements, Revisions

6.1. Addenda, supplements, and revisions to this document are permitted. Quality Assurance will determine the effective date at the time of the revision approval. If it becomes necessary to amend, supplement, or revise this document, these changes will be prepared in the format of this document, and will be reviewed and approved by those individuals specified in the last revision of the original plan or an appointed designee.

7. Installation Qualification

7.1. The installation will be performed according to the manufacturer's specifications. Pre-approved installation procedures will be created and used to document the execution of the installations steps. Any exceptions to the qualification will be documented.

7.2. The signature of the person who conducts the installation and the associated date will indicate the completion of the installation. Any

person executing installation qualification must record all deviations from the expected results while conducting the installation.

7.3. When executing IQ, attach the appropriate attachment. Attach Attachment 1 for Linux and 2 for Windows, and remove the other.

7.4. If an exception or deviation in the installation is found, a deviation must be recorded within Attachment 3. If there are no deviations, line through, initial, and date the page.

7.5. The same person cannot execute the installation steps and review the obtained results.

7.6. The Reviewer of the completed installation will ensure that all steps have been executed, check that all deviations and exceptions have been recorded, and ensure the correct attachment is attached.

8. Host Configuration

8.1. **Host Name:**

WE7VIDAAPP002

8.2. **VMware Cluster:**

E7HADRS001

8.3. **Operating System Deployment Source:**

9. GBL-W2K19STD-GEN-TMP

9.1. **Network Information:**

Network Connection Label	Host IP Address	Subnet Mask	Default Gateway
VM Network	10.4.37.88	255.255.255.224	10.4.37.65
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

9.2. **Network Port Group**

E7-DVPG-PC-DH-1125

9.3. **System Monitoring**

_____SCOM_____

10. List Attachment to be followed for Operating System Configuration

10.1. If system is Linux include Attachment 1._____N/A_____

   Initial/Date

10.2. If system is Windows include Attachment 2. _____

   Initial/Date

11. Post Installation Tasks

11.1. Complete a Remedy Change Request after completion of this Installation Qualification using the "Computer System IQ" change template. Fill out the required information and follow the instructions in the "Notes" field. Assign the change to your Change Manager and submit the change request. This will create a latent change request and notify the Hardware Change Manager to add a Configuration Item to the Remedy CMDB.

   11.1.1. CMDB Remedy Case #
      __CHG0184334_____

11.2. Complete a Remedy Incident using the Install and Configure Veritas Backup Software (Windows) template and fill in all required questions.

   11.2.1. NetBackup Remedy Case #
      ____CHG0184334_____

11.3. Complete a Remedy Incident for Security Scan and fill in all required questions.

   11.3.1. Security Scan Remedy Case #
      ____CHG0184334_____

1. Attachment 1: Linux Configuration

1.1. Linux Version

_____N/A_____

1.2. Operating System Updates not applied

_____N/A_____

1. Attachment 2: Windows Configuration

   1.1. Windows Version:

   ___ Windows Server 2019 Standard_____

   1.2. Service Pack Installed:

   _____N/A_____

   1.3. Excluded Windows Updates:

   _____Hot Fixes_____

   1.4. Active Directory Domain or Workgroup

   _____myl.com_____

   1.5. Active Directory Users and Computers Organizational Unit

   _____myl.com/Servers/DAL_____

   1.6. Local Administrator Name

   _____Wintel_____

   1.7. Non-Standard Administrators

   _____N/A_____

   _____N/A_____

   _____N/A_____

1.8. **Volumes and Capacities**

Volume Label	Volume Name	Capacity
Disk 0	C: Drive	120 GB
Disk 1	D: Drive	100 GB
Disk 2	P: Drive	64 GB
Disk 3	F: Drive	250 GB
Disk 4	G: Drive	150 GB
Disk 5	Q: Drive	100 GB

1.9. **Additional Windows Components**

_____N/A_____

_____N/A_____

_____N/A_____

1.10. **Antivirus Version**

_____Symantec End Point 14.3 _____

1.   **Attachment 3: IQ Deviations**

No.	Deviation Description	Section/Step	Resolution	Initials/Date
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A