OPERATIONAL QUALIFICATION (OQ)

Project No : EMG-20-036

Date : 20.01.2021

Document Ref Number : EMG-20-036.OQ

AUTOMATIC ROTATIVE 6 HEAD (Pilfer Proof) CAPPING MACHINE

M-KAP-B01

1. Purpose and Scope

The purpose of this operational qualification document is to provide evidence that the operational qualification work for the volumetric Rotative Capping Machine and its components has been completed

Equipment Name	Equipment Code	Equipment / Serial No
Rotative Capping Machine	M-KAP-B01	3858

2. OQ Test Specifications

Considerations in The Test Protocols

- Fill all procedurs used with a blue ballpoint pen,never use a course pen.
- Never delete or doodle incorrect entries or typos. Just draw the wrong entry and type the correct entry. Please do it date and paragh.
- Test forms must be completed by authorized personnel simultaneously with the application. Must be approved by authorized personnel
- All supporting documents used and created during the implementation of tests are considered part of the qualification package and must be added to the end of the test.
- All protocols must be approved by the customer. All tests must be given the latest approval by the customer.

Deviation / Erros

Errors/deviations encountered during tests should include the following information.
- Reference information to the test where deviation/error is seen,
- Estimates for deviation/error
- Prescribed corrective action for deviation/error
- Signature and date information of the person who detected the deviation/error
- Confirmation information provided by customer regarding deviation / error

3. Operational Qualification Tests

Customer Co Name: **Equipment Serial No:**   **Test Applied No : 01**

Test Name ....Operational Test

Purpose..proving that its functions work as designed

Necessary Materials/Documents : Sample Products, packaging products

Test Acceptance Criteria : Tüm operasyonel kalifikasyonu adımlarının her birinin kendi kabul kriterini karşılaması

Pre Condition : Completion Of Installation Qualification Work

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Test No	Test Step	Acceptance Criteria	Has the Acceptance test met?	Applied Par./Date	Approver Par./Date
1.1	Open the Paco Switch	Energy must come to the machine and the HMI project must be opened.	Yes [ ] No [ ]		
1.2	Reset the Alert if Exist	Reseting Alerts	Yes [ ] No [ ]		
1.3	Open The Machine Door.	The Automatic Functione mustnt be work.It must be shown on Alert menü.	Yes [ ] No [ ]		
1.4	Check if the enter photocell seen the product	The enter empty alarm should come while the product is absent and the machine should not work	Yes [ ] No [ ]		
1.5	Check if the exit photocell seen the product	The exit full alarm should come while the product exists and the machine should not work.	Yes [ ] No [ ]		
1.6	Press the Conveyor Start Button	Conveyor should be work	Yes [ ] No [ ]		

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Test No	Test Step	Acceptance Criteria	Has the Acceptance test met?	Applied Par./Date	Approver Par./Date
1.7	Do empty on the enter conveyor and press machine start button.	Machine is not working.	Yes [ ] No [ ]		
1.8	Do full on the exit conveyor and press machine start button	Machine is not working..	Yes [ ] No [ ]		
1.9	Make a receipt.	Current setting variables should be saved as receipt.	Yes [ ] No [ ]		
1.10	Feeding enter conveyor by bottle and do it empty exit.Press machine start button	Capping should be start.	Yes [ ] No [ ]		
1.11	Ensure that the cap reduced sensor does not see the cap while the machine is running..	Vibrator should be start.	Yes [ ] No [ ]		
1.12	Ensure that the cap finish sensor does not see the cap while the machine is running.	Machine should be stop.	Yes [ ] No [ ]		
1.13	Vibrator cap finish sensor does not see the capprovide.	HMI should give attention.	Yes [ ] No [ ]		
1.14	Check the cap snipping process.	Snipping should be applied to bottles that come under the group..	Yes [ ] No [ ]		

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Test No	Test Step	Acceptance Criteria	Has the Acceptance test met?	Applied Par./Date	Approver Par./Date
1.15	Feed 30 bottles and check if there are problems with the caps of the resulting bottles.	The cap snipping should be proper.	Yes [ ] No [ ]		
1.16	See that receipt records saved in the alert system.	Receipt records and alarm logs should be stored in the system and should not be deleted.	Yes [ ] No [ ]		
1.17	Show that the machine has jog mode, the machine can work in jog mode when the covers are open.	The machine should have jog mode. The machine should be able to operate in jog mode when the covers are open.	Yes [ ] No [ ]		
1.18	Open the door,machine should be stop.	Machine should be stop.	Yes [ ] No [ ]		
1.19	Press the emergency stop button while the machine is running and see if the machine is stopping.	Pressing the emergency stop button should stop the machine.	Yes [ ] No [ ]		
1.20	To empty cannal enter(fork photocell shouldnt see the input product).	Cap decrease photocell to active vibrator when it doesnt see the products.	Yes [ ] No [ ]		
1.21	To completely empty cap transfer cannal.(Fork photocell which is located on exit,doesnt see prodcut.	The machine should be stop when fork photocell which is located on cap exit cannal,doesnt see the products.	Yes [ ] No [ ]		
1.22	To empty of caps which are in vibrator(vibrator shouldnt see the caps.)	Vibrator give caps decrease the alert	Yes [ ] No [ ]		

4.   Additional Test

Test No	Test Step	Acceptance Criteria	Has the Acceptance test met?	Applied Par./Date	Approver Par./Date
			Yes [ ] No [ ]		
			Yes [ ] No [ ]		
			Yes [ ] No [ ]		
			Yes [ ] No [ ]		

5. Alert Test

Test No	Test Step	Acceptance Criteria	Has the Acceptance test met?		Applied Par./Date	Approver Par./Date
A.1	Press the emergency stop button.	The emergency stop should alarm when pressed, the working machine should stop, the machine should not work when the emergency stop is pressed.	Yes [ ]	No [ ]		
A.2	Leave the machine doors open.	Give door open alert, the machine stop. The machine not working when alert active.	Yes [ ]	No [ ]		
A.3	Cut the air connection.	Give no air alert,The machine stop. The machine not working when alert active.	Yes [ ]	No [ ]		
A.4	To empty to the enter conveyor.	Give enter empty alert, the machine should put itself on hold.	Yes [ ]	No [ ]		
A.5	To fill to the exit conveyor by the bottle.	Give exit full alert, the machine should put itself on hold..	Yes [ ]	No [ ]		
A.6	Turn the star group by hand.	Threw star should give alarm, running machine should stop, machine should not work when Alarm is active.	Yes [ ]	No [ ]		
A.7	To empty caps cannal.	Give cap finish alert and machine should be stop	Yes [ ]	No [ ]		
A.8	To empty products in the vibrator	Vibraor give cap finish alert.	Yes [ ]	No [ ]		
A.9	Enable the machine to eject as many pieces as specified in the HMI.	Should give eject full warning, the working machine should stop.	Yes [ ]	No [ ]		

6.   Test Report Confirmation

Prepared by

Name	Department/Function	Date	Sign

Accepted by

Name	Department/Function	Date	Sign

7.   Comments and Explanation