



# INSTALLATION QUALIFICATION PROCEDURES

## 223 Sample Changer





**The enclosed Installation Qualification (IQ) procedures are aimed at end users who are implementing GLP-type requirements and can be readily incorporated into proprietary Standard Operating Procedures (SOPs).**



## 1. Instrument Identification

### Manufacturer

Gilson, Inc.  
3000 Parmenter Street  
PO Box 620027  
Middleton, WI 53562-0027 USA

Instrument Name	Serial Number*	Firmware Version*
223 Sample Changer		

\* Refer to the shipping labels, located on the shipping container, for this information.

### Supplier

Organization: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ FAX Number: \_\_\_\_\_

Name of Service Technician: \_\_\_\_\_

### User

Organization: \_\_\_\_\_

Department: \_\_\_\_\_

Site (Room): \_\_\_\_\_

Date of Installation: \_\_\_\_\_

Primary Contact:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_



## 2. Pre-Installation

### Instrument Description

The 223 Sample Changer is an X/Y/Z instrument that can automate sample handling procedures.

For technical specifications for the 223 Sample Changer, refer to **Chapter 1, Introduction** in the *223 Sample Changer User's Guide*.

### Unpacking

When unpacking the 223 Sample Changer, check the contents against the information listed under the **Unpacking** heading in the *223 Sample Changer User's Guide*.

Retain all packing material so the 223 Sample Changer may be shipped safely in the future.

### Installation Site Requirements

Electrical requirements:	50–60 Hz 100–120V or 220–240V
Temperature requirement:	5°–40° C
Dimensions:	53.5 x 43.7 x 60 cm (21.1 x 17.2 x 24 in)* *Maximum height. Z-arm height is adjustable to accommodate vessel heights between 1 and 150 mm (dependent on installed Z-arm).

### Documents

In addition to this document, the following are provided. For reference purposes, specify the storage location for each.

LT1931CD	DOC CD, 223 SAMPLE CHANGER	_____
LT312223	DECLARATION OF CONFORMITY 223	_____
LT310106	QC CHECKLIST 223	_____
LT310153	223 SAMPLE CHANGER ITEMS INCLUDED CHKLST	_____

## 3. Installation

When setting up the sample changer, follow the instructions provided in the *223 Sample Changer User's Guide*.

## 4. Acceptance

If no installation problems were detected or installation problems that were detected were resolved, have the local Gilson representative who installed the 223 Sample Changer provide the information requested below.

Gilson Representative: \_\_\_\_\_

Organization: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

☐ End user was provided with a copy of this document.