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HeatSealer S200

SOP - Operational Qualification - English

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Table of contents

1	Introduction	5
1.1	Using this manual	5
1.2	Notes on liability	5
1.3	User profile	5
1.4	Notes on this document	5
1.5	Abbreviations	5
1.6	Device data	6
1.7	Responsible persons	6
2	Operational Qualification (OQ)	7
2.1	Visual inspection for damage	7
2.2	Function tests	7
3	List of checks – HeatSealer S200	9
3.1	Device data	9
3.2	Recurring operational qualification (OQ) inspections	9

Table of contents

HeatSealer S200

English (EN)

1 Introduction

1.1 Using this manual

- ▶ Make sure that the service manual and the operating manual are available in the latest versions. To do so, compare the version numbers. The latest versions of the manuals can be downloaded from www.eppendorf-support.com and www.eppendorf.com.
- ▶ Read the service manual before commencing work on the device.
- ▶ Read the chapters "Installation" and "Operation" of the operating manual.
- ▶ Observe the safety instructions in the operating manual.

1.2 Notes on liability

The Eppendorf service organization entrusted with maintenance, servicing or testing is liable for ensuring that all work is carried out in a professional manner.

- ▶ Repair, maintenance and testing may not change the existing construction of the device. The device must always be as safe as it is in its original state.
- ▶ Only accessories and original spare parts recommended by Eppendorf, and measuring and test equipment recommended by Eppendorf may be used for any maintenance, servicing or testing work.

1.3 User profile

The specialist entrusted with maintenance, repair or testing must meet the following prerequisites:

- Successful participation in service trainings with certification by Eppendorf AG for the product that is to be maintained, repaired or tested.
- Qualification as a specialist with knowledge of the applicable local and international standards.
- Qualification to evaluate the work assigned to him.
- Recognition of potential hazards and how to prevent or correct them.

1.4 Notes on this document

- ▶ Include other documents, such as explanations, printouts, recordings and results, with the OQ. List these documents under "Appendices".
- ▶ At the end of this OQ, you will find a list for documenting all inspections which were completed on a device. Enter the test you performed, and the date of the next test, into this list.
- ▶ If a list is already available at the customer's premises, enter the test you have performed into this list. Do not use a new list for each test.

1.5 Abbreviations

OQ – Operational Qualification

SM – Service Manual

OM – Operating Manual

1.6 Device data

Company/owner	
Operation site of device (building, floor, room, laboratory, etc.)	
Storage site of the operating manual	
Operating manual version (index number on the inside of the front cover)	
Storage site of the service manual	
Service manual version (index number on the inside of the front cover)	
Inventory number of the device	
Manufacturer: Eppendorf AG	
Type designation	
Serial number	
Software/firmware version	
Voltage in volts	
Frequency in Hz	
Date of installation (day/month/year)	

1.7 Responsible persons

Responsible technician

Name, first name:

Company:

Certificate (issued on ... / valid until ...):

Signature:



Copies of the technician's certificates can be enclosed as appendices. List these documents at the end, under "Appendices".

User / Responsible for quality

Name, first name:

Company:

Signature:

2 Operational Qualification (OQ)

2.1 Visual inspection for damage

No.	SM/OM section	Check	Yes	No
OQ 01	————	Is the device or the mains cable free of visible damage?		

2.2 Function tests

No.	SM/OM section	Check	Yes	No
OQ 02	————	The display does not have any segment errors.		
OQ 03	————	The adapter plate holder can easily be moved using the lever.		
OQ 04	————	The PCR plate is evenly sealed with the foil.		
OQ 05	SM Chapter 7	Check the temperature with an external measuring device. The set temperature is displayed on the HeatSealer and the external measuring device. The temperature deviation is within the permissible tolerance.		

Remarks

Appendices (e.g.: calibration certificates, Technician's certificates,):

1: _____

2: _____

3: _____

4: _____

5: _____

City, date

Technician's signature

City, date

User signature

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