

G8161A - Teledyne Tekmar Aquatek LVA - Site Preparation Checklist

Thank you for purchasing a Tekmar Aquatek LVA. To get you started and to assure a successful and timely installation, please refer to this specification or set of requirements.

Correct site preparation is the key first step in ensuring that your instruments and software systems operate reliably over an extended lifetime. This document is an **information guide AND checklist** prepared for you that outlines the supplies, consumables, space and utility requirements for your equipment.

Customer Responsibilities

Make sure your site meets the following specifications before the installation date. For details, see specific sections within this checklist, including:

- The necessary laboratory or bench space is available
- The environmental conditions for the lab as well as laboratory gases and plumbing
- The power requirements related to the product (e.g., number & location of electrical outlets)
- The required operating supplies necessary for the product and installation
- Please consult Other Requirements section below for other product-specific information.
- For more details, please consult the product-specific Site Preparation or Pre-Installation manual (delete this line if a Site Prep Guide does not exist).

If Agilent is delivering installation and familiarization services, users of the instrument should be present throughout these services; otherwise, they will miss important operational, maintenance and safety information.

- Author to add specific customer activities or additional help, information, or guidance for the customer to follow prior to installation.

Important Customer Information

1. If you have questions or problems in providing anything described as a Customer Responsibility above, please contact your local Agilent or partner support/service organization for assistance prior to delivery. In addition, Agilent and/or it's partners reserve the right to reschedule the installation dependent upon the readiness of your laboratory.
2. Should your site not be ready for whatever reasons, please contact Agilent as soon as possible to re-arrange any services that have been purchased.
3. Other optional services such as additional training, operational qualification (OQ) and consultation for user-specific applications may also be provided at the time of installation when ordered with the system, but should be contracted separately.

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Dimensions and Weight

Identify the laboratory bench space before your system arrives based on the table below.

Pay special attention to the **total height and total weight requirements for all system components you have ordered and avoid bench space with overhanging shelves.**

Special Notes

1. N/A

Instrument Description	Weight		Height		Depth		Width	
	Kg	lbs	cm	in	cm	in	cm	in
Aquatek LVA P&T Sampler	31.75	70	64.2	25.3	54.8	21.6	66.8	26.3



Environmental Conditions

Operating your instrument within the recommended temperature ranges insures optimum instrument performance and lifetime.

Special Notes

1. Performance can be affected by sources of heat & cold e.g. direct sunlight, heating/cooling from air conditioning outlets, drafts and/or vibrations.
2. The site's ambient temperature conditions must be stable for optimum performance.
3. Author to add special considerations or notes (e.g., venting requirements) <insert here>.

Instrument Description	Operating temp range °C (F)	Operating humidity range (%)	Heat Dissipation (BTU)
Aquatek LVA P&T Sampler	10 - 30	10 - 90	

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Power Consumption
Special Notes

1. If a computer system is supplied with your instrument, be sure to account for those electrical outlets.
2. Author to add instrument-specific considerations or notes (e.g., specific power outlets needed).

Instrument Description	Line Voltage & Frequency (V, Hz)	Maximum Power Consumption (VA)	Maximum Power Consumption (W)
Aquatek LVA P&T Sampler	100-240VAC, 50/60Hz	2.5	300W


Required Operating Supplies by Customer
Special Notes

1. For information on Agilent consumables, accessories and laboratory operating supplies, please visit <http://www.chem.agilent.com/en-US/Products/consumables/Pages/default.aspx>
2. Teledyne Tekmar recommends against the use of a 60 meter VOC column for the analysis of preparative methods 5030 and 5035 for use with determinative method USEPA 8260 as well as USEPA drinking water methods 524.2 and 524.3. The use of this column with an Agilent 7890/5975 has shown analytical challenges resulting in extensive method development time. Teledyne Tekmar recommends columns of either 20 or 30 meter lengths for these applications.
3. If a chiller is going to be used, ensure that a cooling bath has been purchased. The inlet and outlet hose requires 1/4" (.64 cm) ID rubber tubing.

Item Description (including dimensions etc)	Vendor's Part Number (if applicable)	Recommended Quantity

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Other Requirements

Author to add guidance, notes, photos and diagrams that are needed by the customer which have not been mentioned above such as:

1. Aquatek LVA should be placed securely on the bench, not close to the edge.
2. Waste lines from the Aquatek LVA should be placed into an appropriate waste container.
3. Special safety precautions to be taken - n/a

Important Customer Web Links

- For additional information about our solutions, please visit our web site at <http://www.chem.agilent.com/en-US/Pages/HomePage.aspx>
- Need to get information on your product?
Literature Library - <http://www.agilent.com/chem/library>
- Need to know more?
Customer Education - <http://www.chem.agilent.com/en-US/Training-Events/Pages/default.aspx>
- Need technical support, FAQs? - <http://www.chem.agilent.com/en-US/Technical-Support/Pages/default.aspx>
- Need supplies? - <http://www.chem.agilent.com/en-US/Products-Services/Parts-Supplies/Pages/default.aspx>

Document part number: G8161-90000

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Do not include this section in the PDF version.

Print only the checklist for the PDF. Do not include this page. This page is NOT intended for customer viewing. See the guidance instructions at the end of the template for more information.

Document Control Logs

Revision Log

Revision	Date	Reason For Update
01	1-Feb-2019	Creation of site prep checklist

Approval Log

Revision	Approver	Title of Approver
01	Jessica Lehman	Tekmar PSE

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Cut this section ✂

The next two pages are instructions are for Agilent authors.

1st Section - the checklist

Rules

- **Do NOT change** any of the existing customer or customer information on page 1. This is default wording that can only be changed by SSD.
- **Add instructions**, information or special notes where you see the words **Author to add**. If none are require, delete the line of text or placeholder.
- **DO NOT** remove hard page breaks.

Starting with the header on page 1, do the following:

- Edit the Header information. This is the document title. **Do not change** the syntax of the title. This is a new standard for our checklists.
 - For the Manufacturer's name if not Agilent, then enter the name of the Manufacturer, e.g. Markes, Thermo, Shimadzu etc.
 - For the Product Name enter the Marketing name of the product if one exists, otherwise use the product number, e.g. "1200" or "7890" or "G1888A" or "Chemstation".
 - For Type, enter the description of the technique, e.g. "LC", "GC", "Headspace." etc.
- Edit the Footer information.
 - Add the date of issuance of the final document in the DD-MMM-YY format.
 - Add the specific revision number of the document
 - Enter the current year for the Copyright statement.
- Add optional customer responsibilities if there are specific activities that you wish the customer to carry out. Delete the highlighted text if you do not need it.

On page 2 and beyond

- The body of the checklist consists of 4 main sections focused around laboratory, environment and power consumption requirements plus required operating supplies. Extend the tables if needed. If you have additional notes or comments for these sections, please use the Special Notes list to document them.
- If you have other guidance that does NOT relate to the first 4 main sections, please use the 5th section Other Requirements to document them.
- Delete the placeholder text that you do not need.

On the last page of section 1

- If your document has a part number (best practice), enter this line "Checklist part number: ###"

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2nd Section - the change history and approval log

Section 2 contains a revision history of the checklist and identifies the approvers of each revision.

Do not include this section in the PDF version that is distributed to the Customer Service Organization or their representatives. You can print the PDF from the first page to the page with the signature block. This section has a separate footer, so it will not impact the page numbering of the template.

- Update the Approval and Document Control logs according to your business' standard processes.
- Update the Revision and Approval log histories to record the summary of changes made to this document. Customers may request this information so ensure the relevant details are added each time it is revised.
- Send to your designated SSD Service/support contact for review prior to publishing.
- Once they approve the document, include their name on the approval log and submit the final reviewed document to the LSCA e-Library. <http://intranet.chem.agilent.com/Pages/default.aspx>
- Keep the source document for your records and retain based on your business' quality change control procedures for document control.

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Template paragraph styles and when to use them

This table describes the paragraph styles that are in the template. The paragraph styles and the Agilent font are locked so that you cannot change them. The default font used in all of the paragraph styles is Agilent Century ITC TT. This font should be installed on your computer as part of the Agilent templates.

Paragraph style	Description
Table Column Header	Used on the first row of a table for the column headers. 10 point bold.
Table Text (left justified)	Used in a table. 10 point. There is a style for centered table text and a style for right justified table text.
Body Text	Used in a paragraph of text. 11 point.
<input type="checkbox"/> Task	Used for the checkboxes in the customer responsibilities section
4. Special Note	Used in the Important Information section and for the Special Notes for each section.
Heading 1	Main headings. Level 1. 16 point bold.
Heading 4	Subheadings. Level 2. Used in a 1 row by 2 column table with no borders. Used to organize the 5 site preparation specification sections. 14 point bold.
Heading 3	Minor heading. Level 3. To provide guidance or to organize a topic within a section. 12 point bold. Also used for the Special Notes sections.
Header	Used in the header of the document.
Footer	Used in the footer of the document.
Emphasis	Emphasis can be applied to Body Text, Task, and Subtask styles. It simply bolds the text. This follows the standard for CAG user manuals.