Digital Qualification Data and Report Management

Utilizing the Agilent EQR Manager

EQR Manager Available — for Network ACE users

Network ACE (Automated Compliance Engine) is the validated software platform Agilent installs on customer sites to enable electronic qualification workflows. EQR Manager provides a secure electronic review and approval process for your Equipment Qualification Reports (EQRs).

Many labs still rely on ink approval of paper documents, including qualification reports. With EQR Manager, Agilent has simplified moving from ink approval of paper documents to a secure network, electronic review and approval workflow for Equipment Qualification Reports (EQRs) for your Agilent and Non-Agilent instruments.

Advantages of EQR Manager*

Ink approval of instrument qualification documents, increases instrument down time and increases costs and data integrity risks. The costs of printing, storage, and archiving paper information can be significant and is unlikely to align with many companies' environmental policies[#].

Ink approval processes create logistical problems, introduce delays and sustain the risk of loss or damage to the "master" approved document. However, a solution is required that could be used by all Network ACE customers.

Therefore, Agilent developed EQR Manager, to provide a harmonised approach for all Network ACE customers. EQR Manager is installed on site as part of Network ACE, providing a secure centralised network location and easy to use tool to support electronic management and review of your Equipment Qualification Reports. This includes the ability to electronically review qualification data from the ACE secure data store[1], to attach documents (such as SOPs) and to electronically approve the secure the qualification report.

* Available for ACE 3.13 and above.

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From Insight to Outcome

EQR Manager enables you to:

- **Attach documents** (such as SOPs)
- **Central** data storage
- **Electronically review and approve** (qualification reports)
- **Network Access** (to your reports)
- **Print EQRs** (if required)
- **Reduce costs**
- **Speed up** (review and approval)
- **View** raw data files

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1

Ranked #1 in Compliance Services

Again · Per independent surveys

\# Over 85% of scientific organisations have committed to sustainability.

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Available on-Demand — Equipment Qualification Reports

With ink approval, the physical storage and archiving costs can be significant (over the lifetime the documents must be retained). Labs are required to provide appropriate oversight to qualification activities or risk an FDA 483 observation[2]. Moving to electronic EQR management simplifies the logistics of review and approval, facilitating oversight. Approved qualification reports are available 24/7 during audits and inspections, without the risk of paper vulnerability (often stored off site).

Agilent EQR and EQP Manager tools

Agilent have released EQR and EQP Manager to support review and approval of Equipment Qualification Plans and Reports. Set up and configuration of the two electronic template management tools is performed by Agilent:

EQR Manager

EQR Manager has been designed to support Agilent Network ACE customers. It's an Agilent tool that provides secure network access to enable digital workflow for review and approval of Agilent Equipment Qualification Reports. Users can add attachments to secure EQRs, electronically review, sign, approve and secure final documents.

EQP Manager

EQP Manager is available to all ACE customers, including instrument qualification.
It provides a customer specific web-based portal for EQP review and approval and managing EQP configuration change requests.

Features of Agilent EQR Manager and EQP Manager

	EQR Manager – for Network ACE customers	EQP Manager – for All ACE customers
Available and Enduring	Approved EQRs are stored on your network (satisfying the + of ALCOA+)	Approved EQPs are stored on-line (satisfying the + of ALCOA+)
Configuration	Number of approvers in EQR workflow	Number of approvers in EQP workflowv
Electronic	Review, approval, signature and archive of Equipment Qualification Reports (EQRs)	Electronic review, configuration, approval and archive of Equipment Qualification Plans (EQPs)
Ensures	Availability of electronic EQRs for use on site during audits and inspections	Availability of approved EQPs for use on site and during audits and inspections
Provides	Network based tool for secure EQR review and approval. Attach SOP's/documents to EQRs	Single point web-based secure EQP approval Web-based workflows for EQP configuration
Tool Location	Network ACE location	Secure web-based portal

Note: Together, Agilent EQP and EQR Manager provides a completely paperless and electronic qualification process and workflow.

References - tbc

1. Agilent publication 5994-5138EN
2. FDA 483, FEI 3006370489, Nov. 2022

www.agilent.com/en/service/laboratory-services/compliance-services/instrument-qualification

Contact Agilent — to find out more about EQR Manager

To find out more about how Agilent EQP and EQR Manager can simplify implementing a digital workflow, contact your local Agilent representative.

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Trusted Answers