

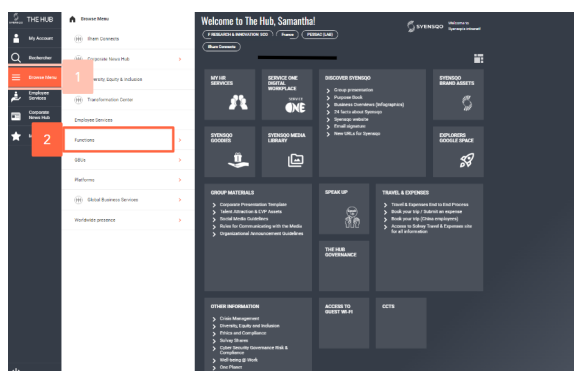
Where to find the Quality procedure (R&I Lab practices standards)?

You can find the link of the R&I Lab practices standards [here](#) and a presentation on it [here](#).

To find the R&I Lab practices Standards, first connect to the **Solvay One Portal**

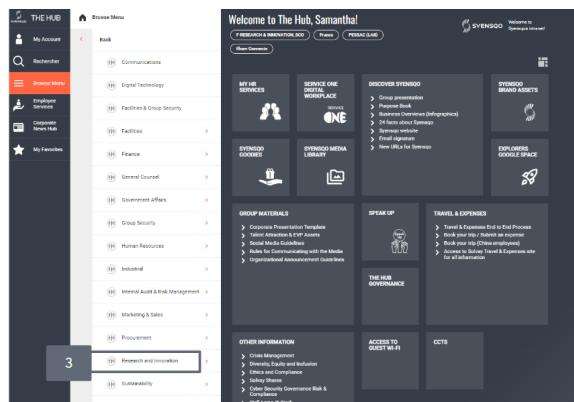


1. Click on "Browse One" then "Functions"

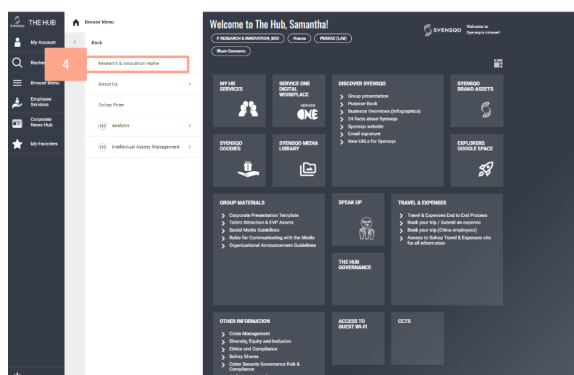


2. Click on "Functions"

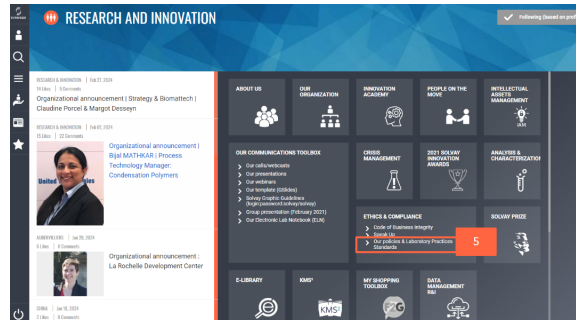
3. Click on "Research and innovation"



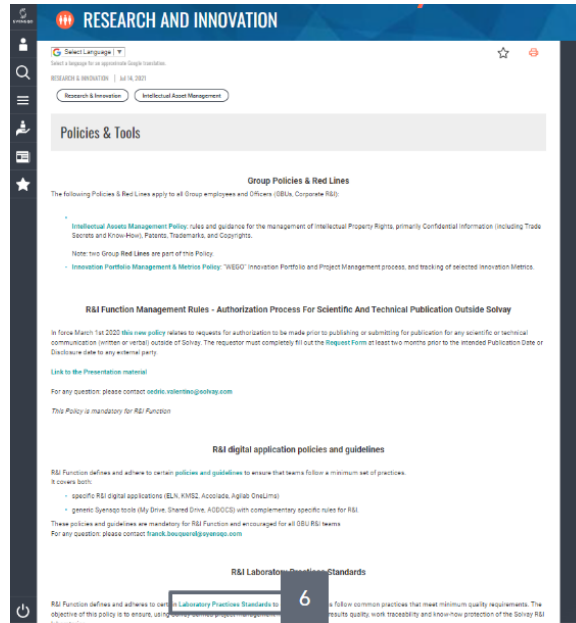
4. Click on "Research and innovation Home"



5. Click on "Your policies & Laboratory Practices Standards"



6. Click on "Laboratory Practices Standards"



7. This is the "R&I Laboratory Practices Standards" document.



R&I Laboratory Practices Standards

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OBJECTIVE AND SCOPE OF THE DOCUMENT

This policy defines laboratory practices mandatory for all Syensqo R&I function teams and encouraged for all GBU R&I teams. The objective of this policy is to ensure results quality, work traceability and know-how protection of the Syensqo R&I laboratories, using Syensqo defined project management methodology.

The practices linked to results quality and work traceability meet some specific ISO 9001 requirements.

Practices linked to Health, Safety and Environment are out of the scope of this document.

It is the responsibility of the Research & Innovation center directors to ensure the proper application of the "R&I Laboratory Practices Standards" inside their perimeter.

I. RESULTS QUALITY

I.1 Key equipment

A key equipment is a device which has an impact on the quality of the laboratory results and allows evaluating the product performance.

- Laboratories have to define their key equipment as per the above definition
- All balances and piston-operated pipettes (micropipettes) used for quantitative operations are considered key equipment
- Key equipment must be identified by a unique code.

Appropriate documented information has to be maintained.

The following template, given as an example, could help to manage this requirement.