

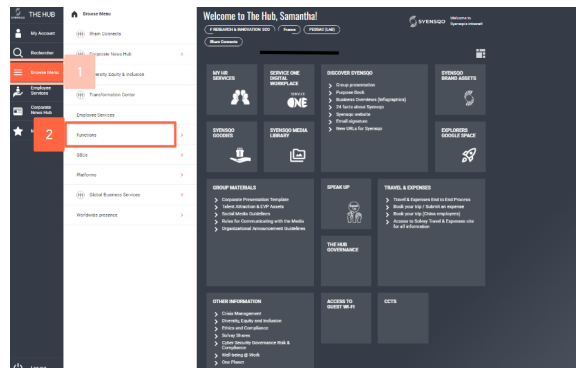
# Where to find the Quality procedure (R&I Lab practices standards)?

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"

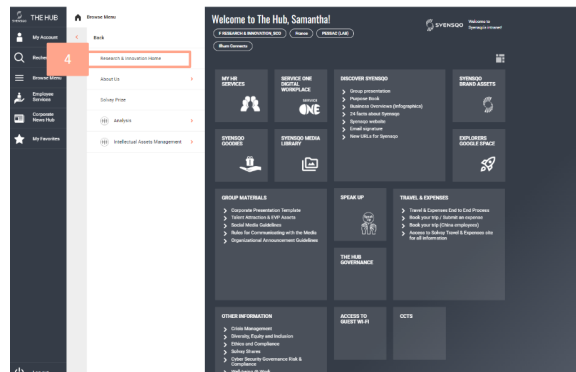


2. Click on "Functions"

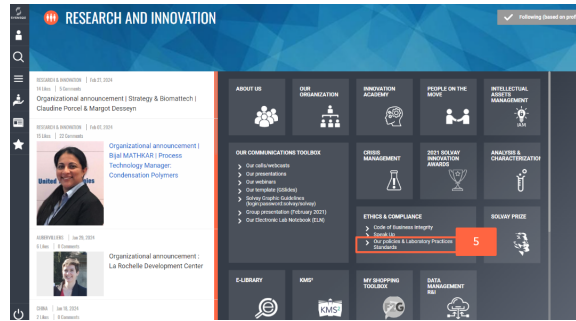
3. Click on "Research and innovation"



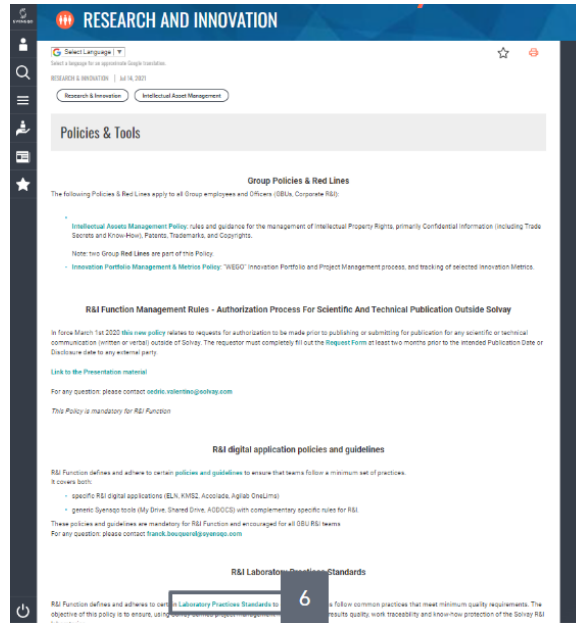
4. Click on "Research and innovation Home"



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.