



RACI Matrix for Qualification Activities and Deliverables

Activities/ Deliverables	Process Owner	Infrastructure Owner	Subject Matter Expert (SMEs)	IT & Information Security Team	QA Team
Inventory Asset	N/A	A	N/A	R	N/A
Configuration Item	I	R	-	A	N/A
Change Request	A	R	C	R	N/A
Risk Assessment	A	N/A	R	N/A	A
Infrastructure Qualification Plan	A	A	R	C	A
Requirement and Design Specification	R	R	A	C	N/A
Infrastructure Qualification Protocol	A	R	R	A	N/A
Traceability Matrix	R	A	A	R	N/A
Test Incident Report (If applicable)	R	A	C	R	A
Qualification Results Summary	R	R	R	C	N/A
Infrastructure Management SOP	C	C	R	I	A

Note: C for Creation, R for Review, A for Approval, I for Informed

N/A – Not Applicable