

[organization name]

Appendix 3 – Maintenance and Calibration Record

Equipment ID	Equipment Name	Calibration					Maintenance/Repair	
		Calibration Type	Calibration Standard	Calibration Method	Calibration Date	Calibration Due Date	Maintenance/Repair Type	Date

Commented [9A1]: If organization uses electronic databases, then this Appendix is not needed, and data listed here can be stored in database.

Commented [9A3]: Accuracy of measurement equipment needed for executing effective measurement activity. For example:

Commented [9A4]: Write in the name and ID of report about

Commented [9A2]: The limit of measurement values that an instrument is capable of reading. The dimension being measured must fit inside this range. E.g. from 0 to 10 tons, from 0 to 100 pounds, from 0 to 100 volts, etc.

[job title]

[name]

[signature]