

DVM Calibration record

1	DVM Calibration Index Number	
2	DVM Bar code	
3	Equipment Used	
4	Serial number Test Equipment	
5	Calibration Certificate Number	
6	Test Equipment Calibration Index Number	
	Micro Cal @	DVM Reading
7	0mV +/- 0.1	
8	5mV +/- 0.1	
9	10mV +/- 0.1	
10	15mV +/- 0.1	
11	20mV +/- 0.1	
12	25mV +/- 0.1	
13	30mV +/- 0.1	
14	35mV +/- 0.1	
15	40mv +/- 0.1	
16	Pass / Fail	
17	Tested By	
18	Tested On	
19	Signed	

1. Enter the details of the unit being tested in boxes 1 – 2
2. Enter the details of the calibrated Micro Cal unit being used to test against the equipment. In to boxes 3 -6
Ensure the calibrated unit is still inside its calibration period before you begin.
3. set the micro cal to the required settings (7 – 15) and enter the readings on the DVM in the Boxes
4. Assuming the units passes the tests, date and sign the form (17 – 19). Scan the form and upload to the issue requesting calibration and complete the Issue.
If the unit fails the test return the Unit to RS for calibration