

Internal Audit Check list			
Calibration			
Created:	17/May 1995	Audit No 6	VM3/COP11 VOP11
Revised:	15 August 2011	Last printed 19/08/2009 03:47:32 PM	Page 1 of 1
Audit Date		Auditor <i>[Signature]</i>	ISO 6.3 7.6

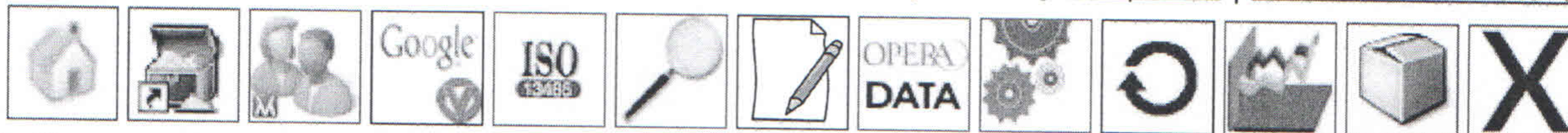
Calibration register has been transferred to Intrastats.		
Out of calibration test equipment automatically flags when it is requested for use.		
Verify the existence of a calibration register and planned matrix	Intrastats	N/A
Is the register maintained	<i>y</i>	.
Verify that equipment in use has a Identification number, serial number and calibration BarCode status sticker.	<i>y</i>	
Is equipment calibrated within its due period	<i>#1</i>	
Does each item of equipment have a record card	Intrastats	
Is record card updated correctly	Intrastats	
Is equipment in the register; Check that the register is updated with this information.	<i>y</i>	
Verify that records show any measurements taken. And parameters stated.	<i>y</i>	
Is the register updated with this information	Intrastats	
Check that external certificates of calibration are filed	<i>Intrastats</i>	
Verify that where items failed calibration an assessment was undertaken to ascertain potential recall of product.	<i>N/A</i>	
Are Calibrations traceable to NAMAS	<i>y</i>	
Are In-House calibration procedures listed in the Intrastats Document Index where required.	<i>#2</i>	

*# 5 items flagged for Oct 14
Due now
See sheet*





Derek Lamb 71 Issues | Imported 02 Oct | [Holiday Requests](#) | [Out of Office: Future](#)



List All Calibration Files

Red Highlights Show Calibration Files Either Due or Due within the next 30 Days

[Add New Item to Database](#)

SELECT * FROM Serialnumbers where Stock_ref like 'isocalibration%'

	Equipment	Barcode ID	CE Number	Serial Number	Last Updated	Next Due	Location	status	Internal Cal With (Barcode)	Request Calibration
Calibrate	R23 Tester (1/2)	102042	CE058	50613890	Sep/2012	Oct/2014	Main Office White Rack	Calibrated	102060	Request Calibration
Calibrate	Fluke 867B	102064	CE080	6911002	Oct/2012	Oct/2014	Main Office	Indication		Request Calibration
Calibrate	DMM CM2700 R15/R23	102066	CE082	Unknown	Sep/2012	Oct/2014	Main Office White Rack	Calibrated	102060	Request Calibration
Calibrate	Catek CM1200A	102095	CE111	D19477299	Sep/2012	Oct/2014	Main Office White Rack	Calibrated	102060	Request Calibration