

# Internal Audit Check list

## Calibration Index

Viamed

Created:	17/May 1995	Audit No 6	VM3/COP11 VOP11
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Audit Date	17-8-16	Auditor Helen Lamb	ISO 6.3 7.6

Role ID 80

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	Done in Intrastats	N/A
Is the register maintained. This can be found on Intrastats in ISO – Calibration Index		Y
Check QA, R + D Room, Workshop etc. for equipment that does not have a Viamed Bar Code CE sticker. Cable tester QA. x2 DB3 testers x3	Scadaat x-cal sensor kortran tester w/shop Sonicaid FM6, component tester	N
Is equipment calibrated within its due period	Done in Intrastats	
Verify that records show any measurements taken. And parameters stated.	Done in Intrastats	
Is the register updated with this information	Done in Intrastats	
Verify that where items which failed calibration are assessed to ascertain potential recall of product.	None current	N/A
Are Calibrations traceable to NAMAS Standards. + UKAS # # need a report to show these 77072		Y
Are In-House calibration procedures listed in the Intrastats Document Index where required.		Y

# link calibration procedures to calibration index.  
# 77071