

Certificate of Calibration Quick Guide

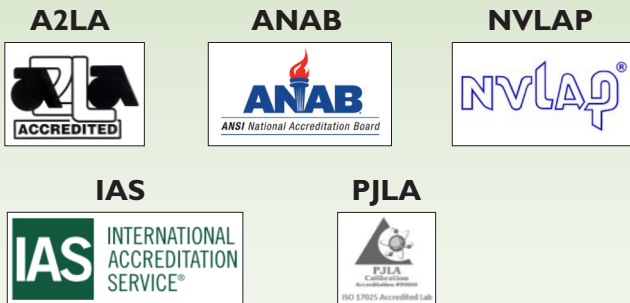
Calibration testing is required every two or three years (or according to manufacturer's suggested timeline) to meet program requirements for VFC, VFA/LHD 317 and SGF Flu.


A Certificate of Calibration (also known as a Report of Calibration) must include key pieces of information. Information required on the certificate depends on whether the laboratory performing calibration testing is an accredited or non-accredited laboratory.

Before sending your device for calibration, check with the calibration company to verify required information will be included on your certificate. 2-point calibration is preferred and will allow a data logger to be tested in refrigerator and freezer environments.

Accredited Laboratory (Preferred)

If an accredited laboratory is performing calibration testing, one of these logos will be on the certificate of calibration:



 This logo may appear on the certificate. It represents a group of accreditation organizations such as the ones whose logos appear above.

In addition, the following information must be included on the certificate:

- Name and address of laboratory conducting the test
- Name of device (*enables product identification*)
- Model number (*enables product identification*)
- Serial number (*enables product identification*)
- Date of calibration (*Report or Issue Date*)
- Measurement results for the device
 - Instrument *pass* or *in tolerance* testing result
 - OR**
 - Documented uncertainty
[*must be within $\pm 1^\circ\text{F}$ ($\pm 0.5^\circ\text{C}$)*]

Non-accredited Laboratory

If a non-accredited laboratory is performing calibration testing, the following information must be included on the certificate:

- Statement that calibration testing conforms to ISO IEC 17025 standards
- Name and address of laboratory conducting the test
- Name of device (*enables product identification*)
- Model number (*enables product identification*)
- Serial number (*preferred*)
- Date of calibration (*report or issue date*)
- Calibration expiration date
- Measurement results for the device
 - Instrument *pass* or *in tolerance* testing result
 - OR**
 - Documented uncertainty
[*must be within $\pm 1^\circ\text{F}$ ($\pm 0.5^\circ\text{C}$)*]

 **Hand written certificates of calibration are strongly discouraged**