



# Certificate of Calibration Quick Guide

The VFC Program requires calibration testing annually or every other year for all digital data loggers.

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:

**A2LA**



**L-A-B**



**ACCLASS**



**IAS**



**PJLA**



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**