

[organization name]

### Appendix 3 – Maintenance and Calibration Record

Equipment ID	Equipment Name	Equipment Description	Measurement					Date
			Measurement range	Measurement unit	Measurement value	Calibration valid until	Measurement error	

[job title]

[name]

\_\_\_\_\_

[signature]

**Commented [13A1]:** If organization uses electronic databases, then this Appendix is not needed, and data listed here can be stored in database.

**Commented [13A4]:** Write in the name and ID of report about

**Commented [13A2]:** The limit of measurement values that an

**Commented [13A3]:** Accuracy of measurement equipment

**Commented [13A5]:** Only necessary if document is in paper form.