

[organization name]

Appendix 2 – Calibrated Equipment Record

Equipment Name	Type /Model	Part Number / Model Number	Manufacturer's name
			<i>e.g. Pittsburgh</i>
Type of Equipment			Date of initial service
<i>e.g. Calliper digital Readout</i>		<i>e.g. NC</i>	<i>e.g. 10/08/2017</i>
Location			
<i>e.g. Laboratory #1</i>		<i>e.g. 12345</i>	
Maintenance Requirements			Date of first Calibration
<i>e.g. None</i>			

Commented [170251]: Record of individual equipment that requires calibration.

Commented [170252]: Where the piece of equipment is usually kept.

Commented [170253]: See Appendix 3 – Calibration Record.

Commented [170254]: See Appendix 4 – Equipment Maintenance Record.

[job title]

[name]

[signature]

Commented [170255]: The person who has been assigned to calibrate the equipment or take care of calibration performing.

This is only necessary if the document is in paper form.