In-house Calibration Declaration

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| --- | --- | --- | --- |
| **Organisation name** |  | **UKAS references** | |
| Enter name here |  | **Customer number** | **\_ \_ \_ \_** |
|  | **Accreditation number**  *(if different)* | **\_ \_ \_ \_** |

Please use the table on page 2 of this form to provide information about any in-house calibration activities\* that your organisation carries out to support applicant/accredited measurement activities *(see UKAS publication* [***TPS 41******UKAS Policy on Metrological Traceability***](https://www.ukas.com/wp-content/uploads/schedule_uploads/759162/TPS-41-UKAS-Policy-on-Metrological-Traceability.pdf)*)*. It is your responsibility to keep UKAS informed of any changes to your in-house calibrations through the use and update of this form.

These activities will not be specifically listed on your accredited scope, but they will be assessed as part of accredited scope activities.

***\*Note:***

*An in-house calibration is a measurement that is undertaken by the CAB that provides traceability for subsequent use as part of the accredited activities. All calibrations that provide traceability in support of your accredited measurements should be included.*

*Please include all in-house calibrations / checks / verifications where an instrument used to make a measurement is being compared against an item of reference equipment. However daily checks on items such as weighing instruments that are carried out between calibrations do not need to be included.*

Declaration

I declare that I am authorised, on behalf of the company, to submit this application, and that the information contained herein is both correct and accurate to the best of my knowledge and belief.

|  |  |
| --- | --- |
| Name |  |
|  |  |
| Position |  |
|  |  |
| Date | Select date from calendar |

Please return to your main UKAS contact (Assessment Manager) by email *(firstname.surname@ukas.com)*

List of In-house Calibrations

| **Measured quantity / instrument** | **Reference standard used** | **Procedure** | **Range** | **Expanded Measurement Uncertainty (k = 2)** | **Purpose**  **(details of measurement activities that this supports)** |
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