HARPS Example Template - Calibration and Weight Check Record

Date	Time	Equipment Type	Equipment ID Number	Calibration Standard Value Point 1	Point 1 Observed Value	Standard Value	Point 2 Observed Value	Initials		Corrective Action Completed Date and Time	Initials
xx/xx/xxxx	XX:XX	Checkweigher	xxxxxxxx	500g	500g	NA	NA	XX	NA	NA	NA

Verification Date:	Y	Verified By:	Role:	

NOTE: Calibration of all measuring and dosing equipment should be recorded and under taken at a predetermined frequency. Calibration points are, for example, 0°C (ice slurry), 1000g test mass, stated nozzle flow rates or 3.0mm stainless steel test piece. The number of calibration points depends on the equipment and conditions of its use.