

Balance Verification Record (Daily/Monthly)

Month / Year			Mar - 26	ID no. and Date of validity of standard weights / Weight Box		Location / Room no.	Sikkim	Platform : Circular/Square/Rectangular									
Balance No.			CE-159	ID No.: TA B-29 Validity: 21/11/2026	ID No. NA: Validity: NA	Acceptance Criteria Range	Minimum weight 0.0100	Maximum Weight 304.0000	20% of balance capacity weight 64.0000	40% of balance capacity weight 128.0000	60% of balance capacity weight 192.0000	80% of balance capacity weight 256.0000					
Capacity			0.0001 to 320.0000 gm														
Operating Range			0.0100 to 304.0000 gm	ID No.: NA Validity: NA	ID No.: NA Validity: NA	From	0.0099	300.9600	63.3600	126.7200	190.0800	253.4400					
Least Count			0.0001														
Date of validity of Balance calibration			26/08/25			To	0.0101	307.0400	64.6400	129.2800	193.9200	258.5600					
Date/Time	Cleaning Status	Sprit level Status	Zero Display	Actual Weight (mg/g/kg)						Weight (20% of balance capacity or nearest value)	Weight (40% of balance capacity or nearest value)	Weight (60% of balance capacity or nearest value)	Weight (80% of balance capacity or nearest value)	Verification status (Complies / Not Complies)	Done by	Checked by	Remarks
	OK / Not OK			Min					Max								
				1	2	3	4	Centre									
1/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
2/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
3/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
4/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
5/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
6/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
7/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
8/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
9/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity

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	OK / Not OK			Min					Max								
				1	2	3	4	Centre									
10/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
11/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
12/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
13/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
14/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
15/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
16/3/2026 15:46	Ok	Ok	0	0.0100	0.0099	0.0101	0.0100	0.0101	300.9601	64.0000	128.0000	190.0800	258.5600	Complies	testing.8	testing.7	-
17/3/2026 11:23	Ok	Ok	0	0.0100	0.0099	0.0101	0.0100	0.0099	304.0000	NA	NA	NA	NA	Complies	testing.8	testing.7	-
18/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
19/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
20/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
21/3/2026 10:46	Ok	Ok	0	0.0100	0.0099	0.0101	0.0100	0.0099	304.0000	NA	NA	NA	NA	Complies	testing.8	testing.7	-
22/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
23/3/2026 17:00	Ok	Ok	0	0.0100	0.0100	0.0100	0.0100	0.0100	304.0000	NA	NA	NA	NA	Complies	testing.8	testing.7	-
24/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
25/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity

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	OK / Not OK			Min					Max								
				1	2	3	4	Centre									
26/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
27/3/2026 17:07	Ok	Ok	0	0.0100	0.0099	0.0101	0.0101	0.0101	304.0000	NA	NA	NA	NA	Complies	testing.8	-	-
28/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
29/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
30/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity
31/3/2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	No Activity

Note:

- *Verification with 20%, 40%, 60% & 80% weight of balance capacity shall be performed on monthly basis (Preferably 1st day of month).
- If the performance check results are not complies, raise the breakdown memo as per SOP no. ENG-040 and put "UNDERMAINTENANCE" label on the balance.
- Place minimum weight of operating range, on the Centre and four corners of platform in case of balance having rectangular / square platform.
- Place minimum weight of entire operating range, in centre of the platform in case of balance having circular platform.