

FULL SCALE CALIBRATION AND ZERO ERROR RECORD
(Analytical and Precision Weighing Balance)

Unit : X

Department : NA

Month and year : November 2024

Balance Code No. : Balance-1111

Capacity (gm) : 350.000

Make : METTLER TOLEDO

Model : ML303

Std. Weight Box ID. : WBI_1

Least Count (gm) : 0.001

Tolerance: +/- Least count of the balance OR +/- 0.1 % of Standard weight whichever is higher and value should be rounded off on lower side as per display capacity of balance.

Standard weights for calibration (gm)		Tolerance (gm)	Accuracy Limits(Std wt +/- Tolerance) (gm)
Lower	0.020	± 0.002	0.018 - 0.022
Middle(1)	10.000	- 0.104 + 0.123	9.896 - 10.123
Middle(2)	20.000	- 0.440 + 0.125	19.560 - 20.125
Upper	30.000	± 1.000	29.000 - 31.000

Note: 1. Adjust zero error before commencing the weighing operation.

2. Check against standard weights on quarterly.

Date	Time	Spirit Level (Ok/ Not Ok)	Zero Error	Standard weights kept on the balance (gm)		Readings shown (gm)	Remark	Performed by	Checked By
18.11.2024	15:24	OK	Nil	Lower	0.020	0.020	Ok	Dipti(D)	NA
				Middle(1)	10.000	10.020	Ok	Dipti(D)	NA
				Middle(2)	20.000	20.020	Ok	Dipti(D)	NA
				Upper	30.000	30.020	Ok	Dipti(D)	NA

Calibration Done By: Dipti (D)

Checked By:
(Quality Assurance)

Date : 18.11.2024

Date :