

FULL SCALE CALIBRATION AND ZERO ERROR RECORD

(Analytical and Precision Weighing Balance)

Unit : X

Department : QC

Balance Code No. : BAL-070126

Make : METTLER TOLEDO

Std. Weight Box ID. : new wgtbx

Month and year : January 2026

Capacity (a) (g) : 320.000

Model : MS303S

Least Count (e) (g) 0.001

Std. Weight Box Certificate No. 451

Std. Weight Box Valid Upto 30-12-2039

Tolerance: +/- Least count of the balance OR +/- 0.1 % of Standard weight whichever is higher.

Standard weights for calibration (g)		Tolerance (g)	Accuracy Limits(Std wt +/- Tolerance) (g)
Lower(20.e)/(5% of a)/Minimum capacity of the checkweigher / weighing balance	0.020	± 0.010	0.010 - 0.030
Middle-I(20% of a)	0.500	- 0.011 + 0.010	0.489 - 0.510
Middle-II(50% of a)	64.000	- 0.001 + 0.100	63.999 - 64.100
Upper(80% of a)	120.000	- 1.000 + 0.100	119.000 - 120.100

Note:

1. Adjust zero error before starting the weighing operation.
2. Check against standard weights daily before starting the activity.
3. If more than one standard weight is used for verification then record the standard weight / identification No. of all individual weights used for verification. (E.g. For verification of 200g, if three weights viz. 50g, 50g & 100g is used then record standard weight/identification No. of all the three weights)

Date	Time	Spirit Level (Ok/ Not Ok)	Zero Error	Standard weights kept on the balance (g)	Readings shown (g)	Remark
07.01.2026	12:23	OK	Nil	Lower(20.e)/(5% of a)/Minimum capacity of the checkweigher / weighing balance	0.020	0.020
				Middle-I(20% of a)	0.500	0.500
				Middle-II(50% of a)	64.000	64.000
				Upper(80% of a)	120.000	120.000

	Signature	Date & Time
Performed By	yogita (1234)	07.01.2026 & 12:23:06
Checked By	Tantra (22)	07.01.2026 & 13:49:29
Checked By (Quality Assurance)		