

Calibration worksheet

PQ Systems

Gage number: C-01001
 Current location: Gage Room
 Description: Digi inside w absolute encoder
 Gage size 1"
 Due for calibration: 12/11/2009
 Master gage(s): MASTER-06001 MASTER-06002 MASTER-06003

Date of calibration: _____ Cost of calibration: _____

Calibrated by: _____ Results: _____

Calibration procedure: 1. Carefully examine all gaging surfaces for nicks, burrs, scratches or other signs of mishandling or wear. Remove any positive surface imperfections with a hard Arkansas stone.

2. Apply sufficient amount of cleaning solution to dampen a lint free cloth. Carefully clean all exposed surfaces removing all foreign substances and particulate matter.

3. Check for gap between jaws by closing them and looking through the area between the jaws towards a light source. No light will be seen if jaws are parallel. If any noticeable light is seen between the jaws, repair gage before continuing calibration.

4. Verify the zero setting of caliper by observing the indicated reading with jaws in the closed position. If caliper does not read 0.000, adjust to zero by loosening the bezel lock screw, rotating bezel to align the zero graduation to the pointer, and tightening the bezel lock screw. Make sure that the zero setting is maintained after tightening the bezel lock screw.

5. Check the caliper at the following measurements using the appropriate gage masters: 0.100", 1.000", 2.000", 4.000", 6.000". To ensure precise measurements, the clamp screw should be tightened enough to remove any play within the sliding member at the moveable jaw, but not so tight as to disturb the 'feel' between the caliper and the gage master. Read caliper (if possible) without disturbing placement. Repeat the measurement steps a sufficient number of times to rule out any obviously incorrect readings.

6. Record all readings in the appropriate locations to the calibration reporting sheet.

7. Label the caliper with the appropriate status, e.g., "Calibrated", "Out of Service", ect. in accordance with QAP 4.11.1 and QWI 4.11.1.1.

Name	Master Gage	Target	Max	Min	Before	After
Min-Range	MASTER-06003	0.100	0.102	0.098	_____	_____
Mid-Range	MASTER-06003	0.500	0.502	0.498	_____	_____
Max-Range	MASTER-06003	1.000	1.002	0.998	_____	_____