# Calibration and proof-load request checklist

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This document is a request checklist. It contains no measured results, certificate number, issuer seal or claim of laboratory accreditation.

## 1. Choose the evidence scope

| Requested record | What to establish |
|---|---|
| Factory force / hysteresis record | Sensor identity, direction, actual applied loads/readings, zero return, repeatability, conditions and reference equipment. |
| Accredited calibration | Actual issuing laboratory; accreditation body and current scope; required method, range, direction and uncertainty. |
| Proof-load test | Model/serial, actual test load and duration, method, inspection and acceptance result. Breaking-load evidence is separate. |

## 2. Record the measurement chain

Confirm the transducer, cable, readout, gain, filtering and software scaling included in the calibration. Specify tension and compression separately when both are required.

## 3. Keep mechanical quantities separate

Record working load limit, requested proof-test load, test duration, acceptance criteria and minimum breaking-load evidence in distinct fields. A test at twice WLL does not measure minimum breaking load or establish a design factor.

## 4. Verify the report issuer

Laboratory accreditation is scope-specific. Check the laboratory and applicable scope with its accreditation body. Preserve the actual issuer and authorised signatory when an appropriately redacted report is supplied; do not rebrand a third-party report as an in-house laboratory certificate.

## Blank report-field checklist

| Field | Requirement / supplied evidence |
|---|---|
| Model and serial number | To be completed from actual provider documentation |
| Force range and direction | To be completed from actual provider documentation |
| Applicable method / edition | To be completed from actual provider documentation |
| Applied loads and actual readings | To be completed from actual provider documentation |
| Zero return / hysteresis / repeatability | To be completed from actual provider documentation |
| Temperature and environmental conditions | To be completed from actual provider documentation |
| Reference equipment and traceability | To be completed from actual provider documentation |
| Uncertainty and accreditation scope, if requested | To be completed from actual provider documentation |
| Proof load / duration / inspection outcome, if applicable | To be completed from actual provider documentation |
| Actual issuer / report number / date / signatory | To be completed from actual provider documentation |

## Primary reference catalogues

ISO 376 concerns force-proving instruments used in static testing-machine verification. Laboratory accreditation and report scope can be reviewed through the responsible accreditation body. Consult the applicable standards and responsible provider for the actual procedure.

- ISO: https://www.iso.org/standard/44661.html
- NIST: https://www.nist.gov/accreditation
- ASME standards catalogue: https://www.asme.org/codes-standards/find-codes-standards