

# Section 16.0

## Calibration Program



### 1. POLICY

The store must ensure that the equipment used to weigh products, packed in store, are accurate as per the requirements of all current National Measurement Institute (NMI) legislation.

Temperature measuring devices must be accurate within  $\pm 1^{\circ}\text{C}$  as per the Food Standards Code requirements.

### 2. MANDATORY REQUIREMENTS

#### 1. Scales Calibration and Verification

- A store must identify all measuring equipment (scales and thermometers) that requires calibration, and record this equipment on the **calibration check sheet**.
- Each department scale shall be checked **daily** with an accurate standard test weight (preferably 1kg or 2kg). Record results on a **calibration check sheet**, or equivalent record.
- All scales must be **level & accurate**. If not, the unit must be removed from service and either replaced or repaired and verified by an authorised service contractor before being used again.
- The NMI recommend scales to be verified **every 2 years** by a licenced service provider. A service record shall be retained. The scale shall bear a verification mark\* identifying the servicing licensee and month / year last calibrated.

\*Verification mark is an authorised badge, applied to each scale by service contractor, identifying verification of the scale under current NMI Trade Measurement legislation.

#### 2. Thermometers and Temperature Gauge Checking and Calibration

- All hand-held thermometers (probe and infra-red), shall be reference checked at least **weekly**, and the results recorded on the calibration check sheet or equivalent record. Instruments must be accurate to within  $\pm 1^{\circ}\text{C}$ . See section 3 below.
- Hand held thermometer kits or reference probes should be calibrated **annually** by a NATA Certified provider who can issue a certificate of calibration.
- Display units, Oven probes, Coolrooms and Freezers shall be checked **annually** by a suitable, authorised refrigeration or oven service contractor. All gauges shall also be accurate to within  $\pm 1^{\circ}\text{C}$ .
- **Annual** services of equipment and vehicles shall include calibration of gauges to ensure they are accurate to within  $\pm 1^{\circ}\text{C}$ . Results of annual calibration checks should be retained with the refrigeration / oven unit's service or maintenance records or equivalent record.
- Refrigerated vehicle temperature gauges should be checked **annually** by an authorised refrigeration service contractor, and the results recorded and retained with the vehicles service records or equivalent. Gauges must be accurate to within  $\pm 1^{\circ}\text{C}$ .