

DATA ITEM DESCRIPTION

Title: CALIBRATION CERTIFICATE/REPORT

Number: DI-QCIC-80798C

Approved Date: 20170123

AMSC Number: F9766

Limitation: N/A

DTIC Applicable: No

GIDEP Applicable: No

Preparing Activity: 36

Project Number: QCIC-2017-003

Applicable Forms: N/A

Use/Relationship: The Calibration Certificate/Report documents calibration certificates or reports accompanying the calibrations performed on Department of Defense (DoD) test, measurement, and diagnostic equipment.

a. This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.

b. This DID is applicable to contracts requiring calibration of test equipment prior to delivery. This DID is consistent with ISO/IEC 17025, *General requirements for the competence of testing and calibration laboratories*, requirements for calibration reports or certificates.

(Copies of this document are available online at <http://www.iso.org>.)

c. This DID supersedes DI-QCIC-80798B.

Requirements:

1. Reference documents. The applicable issue of the documents cited herein, including their approval dates and dates of any applicable amendments, notices, and revisions, shall be as specified in the contract.

2. Format. Contractor format is acceptable.

3. Content. The calibration certificate or report shall include:

a. Title (e.g., calibration certificate or calibration report);

b. The name and address of the laboratory and the location where the calibrations were carried out, if different from the address of the laboratory;

c. Unique identification of the calibration certificate or test report (such as the serial number), and on each page an identification in order to ensure that the page is recognized as a part of the test report or calibration certificate, and a clear identification of the end of the calibration certificate or test report;

d. The name and address of the client or customer;

e. Identification of the method used;

f. A description of, the condition of, and the unambiguous identification of the item(s) tested or calibrated;

g. The date of receipt of the test or calibration item(s) where this is critical to the validity and application of the results, and the date(s) of performance of the test or calibration;

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- h. Reference to the sampling plan and procedures used by the laboratory or other bodies where these are relevant to the validity or application of the results;
- i. The test or calibration results with, where appropriate, the units of measurement;
- j. The name(s), function(s) and signature(s) or equivalent identification of person(s) authorizing the calibration certificate or test report;
- k. Where relevant, a statement to the effect that the results relate only to the items tested or calibrated;
- l. The conditions (e.g., environmental) under which the calibrations were made that have an influence on the measurement results;
- m. The uncertainty of measurement or a statement of compliance with an identified metrological specification or clauses thereof;
- n. Evidence that the measurements are traceable.

End of DI-QCIC-80798C.