

# QM 6.3 Calibration

## Introduction

The company has established, documented and implemented a Calibration System for monitoring and measuring equipment on site, which is maintained in order to ensure conformity to product requirements in accordance with international standards and best industry practice. The processes that contribute to meeting the requirements of these standards have been determined.

## Scope

The scope of the Calibration System includes all equipment used to measure and monitor on site and activities conducted on site.

These requirements are aligned with the policies and objectives of the site and include those of BRC Global Standard for Storage and Distribution.

## Procedure

The company maintains this procedure for the calibration of monitoring and measuring equipment on site.

An inventory of all monitoring and measuring equipment critical to product quality and safety or whose results can affect the conformity of product requirements is maintained by the Maintenance Manager. All equipment used for thermal processes is designed to meet the specified process temperature gradient and holding parameters. Each piece of equipment is labelled with a unique identification code which is also used to identify it on all relevant documentation including calibration certificates.

All of the Measuring and Monitoring Equipment is subject to regular servicing and preventative maintenance as per the Preventative Maintenance Schedule for Critical Equipment. The Equipment is also covered by maintenance contracts with the supplier. Records of all work including maintenance, servicing and calibration of all equipment are maintained and retained on site for a minimum of 3 years.