

**GILES CHEMICAL ~ PREMIER MAGNESIA****Company Form**Title: **USP Calibration and Maintenance Tasks Calendar**Number: **L14-FM-100-017**Owner: **John Safi**Revision: **01**Effective Date: **01/01/16**Page: **1 of 12**

◀ Dec 2015 ~ January 2016 ~ Feb 2016 ▶						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Analytical Balance _____ Uncertainty Measurement _____	1 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Eppendorf Pipettes _____ Bottle-Top Burette _____	2
3	4 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ UV-Vis Spectrophotometer _____ Filter Pad _____	5 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	6 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	7 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	8 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	9
10	11 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	12 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	13 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	14 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	15 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	16
17	18 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Burette Calibration _____	19 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	20 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	21 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	22 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	23
24	25 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	26 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	27 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	28 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	29 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ USP Standards and Reagents Check _____	30

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~ February 2016 ~						
◀ Jan 2016						Mar 2016 ▶
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____ Analytical Balance ____ Uncertainty Measurement	2 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	3 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	4 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	5 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	6
7	8 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	9 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	10 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	11 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	12 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	13
14	15 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	16 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	17 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	18 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	19 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	20
21	22 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	23 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	24 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	25 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	26 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	27
28	29 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____ USP Standards and Reagents Check ____					

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◀ Feb 2016		~ March 2016 ~					Apr 2016 ▶	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
		1 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Analytical Balance _____ Uncertainty Measurement	2 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	3 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	4 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	5		
6	7 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	8 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	9 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	10 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	11 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	12		
13	14 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	15 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	16 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	17 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	18 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	19		
20	21 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	22 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	23 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	24 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	25 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	26		
27	28 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	29 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	30 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	31 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ USP Standards and Reagents Check _____				

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◀ Mar 2016 ~ April 2016 ~ May 2016 ▶						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Analytical Balance _____ Uncertainty Measurement _____	<u>Int.</u> 1 Analytical Balance _____ pH Meter _____ ICP Instrument _____ Eppendorf Pipettes _____ Bottle-Top Burette _____	2
3	4 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ UV-Vis Spectrophotometer _____ Filter Pad _____	5 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ ICP Calibration _____	6 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	7 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	8 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	9
10	11 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	12 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	13 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	14 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	15 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	16
17	18 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	19 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	20 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	21 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	22 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	23
24	25 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	26 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	27 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	28 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	29 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ USP Standards and Reagents Check _____	

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◀ Apr 2016		~ May 2016 ~				Jun 2016 ▶	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
1	2 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Analytical Balance _____ Uncertainty Measurement _____	3 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Weight Set #1 _____	4 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	5 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	6 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	7	
8	9 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	10 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	11 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	12 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	13 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	14	
15	16 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	17 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	18 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	19 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	20 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	21	
22	23 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	24 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	25 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	26 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	27 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	28	
29	30 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	31 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ USP Standards and Reagents Check _____					

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◀ May 2016 ~ June 2016 ~ Jul 2016 ▶						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Analytical Balance _____ Uncertainty Measurement _____	2 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Eppendorf Pipette _____ Send Off _____	3 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	4
5	6 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	7 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	8 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	9 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	10 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	11
12	13 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	14 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	15 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	16 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	17 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	18
19	20 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	21 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	22 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	23 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	24 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	25
26	27 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	28 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	29 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	30 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ USP Standards and Reagents Check _____		

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◀ Jun 2016 ~ July 2016 ~ Aug 2016 ▶						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Analytical Balance _____ Uncertainty Measurement _____	2
3	4 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Eppendorf Pipettes _____ Bottle-Top Burette _____	5 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ UV-Vis Spectrophotometer _____ Filter Pad _____	6 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	7 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	8 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	9
10	11 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	12 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	13 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	14 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	15 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	16
17	18 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Burette Calibration _____ Weight Set #1 _____	19 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	20 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	21 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	22 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	23
24	25 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	26 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	27 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	28 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	29 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ USP Standards and Reagents Check _____	30

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◀ Jul 2016 ~ August 2016 ~ Sep 2016 ▶						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Analytical Balance _____ Uncertainty Measurement _____	2 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	3 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Weight Set #1 _____	4 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	5 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	6
7	8 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Oven and Furnace _____ Onsite Calibration _____	9 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	10 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	11 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	12 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	13
14	15 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	16 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	17 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	18 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	19 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	20
21	22 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	23 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	24 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	25 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	26 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	27
28	29 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	30 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	31 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ USP Standards and Reagents Check _____			

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~ September 2016 ~						
◀ Aug 2016						Oct 2016 ▶
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Analytical Balance _____ Uncertainty Measurement _____	2 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	3
4	5 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	6 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	7 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	8 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	9 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	10
11	12 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	13 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	14 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	15 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	16 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	17
18	19 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	20 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	21 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	22 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	23 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	24
25	26 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	27 Analytical Balance _____ pH Meter _____ ICP Instrument _____	28 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	29 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	30 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ USP Standards and Reagents Check _____	

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◀ Sep 2016 ~ October 2016 ~ Nov 2016 ▶						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Analytical Balance _____ Uncertainty Measurement _____	4 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Eppendorf Pipettes _____ Bottle-Top Burrete _____	5 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ UV-VisSpectrophotometer _____ Filter Pad _____	6 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	7 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	8
9	10 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	11 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	12 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	13 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	14 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	15
16	17 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	18 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	19 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	20 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	21 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	22
23	24 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	25 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	26 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	27 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	28 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	29
30	31 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ USP Standards and Reagents Check _____					

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◀ Oct 2016 ~ November 2016 ~ Dec 2016 ▶						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____ Analytical Balance ____ Uncertainty Measurement	2 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	3 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	4 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	5
6	7 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	8 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	9 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	10 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	11 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	12
13	14 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	15 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	16 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	17 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	18 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	19
20	21 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	22 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	23 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	24 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	25 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	26
27	28 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	29 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____	30 <u>Int.</u> Analytical Balance ____ pH Meter ____ ICP Instrument ____ USP Standards and Reagents Check ____			

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◀ Nov 2016		~ December 2016 ~				Jan 2016 ▶	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
				1 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Analytical Balance _____ Uncertainty Measurement _____	2 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	3	
4	5 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	6 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	7 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	8 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	9 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	10	
11	12 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	13 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	14 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	15 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	16 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	17	
18	19 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	20 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	21 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	22 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	23 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	24	
25	26 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	27 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	28 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____	29 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ USP Standards and Reagents Check _____	30 <u>Int.</u> Analytical Balance _____ pH Meter _____ ICP Instrument _____ Complete 2015 Yearly Calendar _____	31	

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