

[illegible]

Instructions:

1. During the last week of the month, review each Cal due date. If due date falls on the following month, the tool must be located and an orange colored sticker marked "DUE" affixed to the tool adjacent to the calibration label.
2. Initial each tool row which is due after "DUE" sticker has been affixed.
3. Update the due dates on this summary after receiving newly calibrated tools or after performing in-house calibration.
4. Reprint this form each month.

This Calibration Summary has been reviewed and the actions required accomplished:

Chief Inspector: _____ Date: ____/____/____