



<b>Calibration request for 1 kg mass standard in stainless steel</b>			 <b>Bureau International des Poids et Mesures</b>	 <b>QUALITY MANAGEMENT SYSTEM</b>
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**..CALIBRATION REQUEST FOR 1 kg MASS STANDARD IN STAINLESS STEEL**

Name of National Metrology Institute:.....

Information of person to contact for technical information:

Name:.....

Telephone:.....

Email:.....

Proposed start date for the calibration:.....

**Identification of the mass standard .....**

- If this is the first calibration by the BIPM, please supply the following information, if known:
  - Manufacturer:.....
  - If standard of OIML-shape (with a knob):
    - height of the center of gravity:..... cm, or, value unknown, please calibrate
    - Volume at 20 °C:.....cm<sup>3</sup>, or, volume unknown, please calibrate
    - Volumetric thermal expansion near 20 °C:.....°C<sup>-1</sup>
- After initial calibration, do you wish to have this mass standard cleaned by the BIPM? This is only recommended if the mass standard is visibly contaminated (**approximately two additional months will be required**).
  - No, I do not wish to have the mass standard cleaned.
  - Yes, I wish to have the mass standard cleaned.
  - I will decide after the initial calibration.
  - I wish to discuss this question with the Director of the Physical Metrology Department.
- How do you plan to take care of customs documents and formalities?
  - Member-State of the European Union, no customs documents required
  - Diplomatic bag
  - ATA Carnet
  - Other (Please contact BIPM for details)

You will shortly receive a form **BIPM/ADM-DOU/F-01** giving us your shipping and customs instructions. It must be completed and returned to the BIPM before shipping or carrying the standards.

- Language of the certificate:  English or  French
- By default, we provide calibration certificates in the form of a pdf file. In case you wish to receive a printed certificate, please indicate the address to which the calibration certificate shall be sent:
 

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- Official authorization for this request:
  - Name:.....
  - Position:.....
  - Signature:.....Date:.....

*Part reserved to the BIPM mass laboratory*

Suggested date for the calibration:.....

Deadline for delivery the mass standard at BIPM:.....

This calibration request is confirmed by:.....

Signature and date:.....

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**Please return the completed form as a PDF file to Mr. Pedro Conceição (pedro.conceicao@bipm.org)**