**APPENDIX I XYZ/CQA/SOP-076/FR-01**

 **CALIBRATION DATA SHEET** **INSCAL…………………….**

1. **Micropipette id:……………………………**
2. **Location :…………………………….**
3. **Frequency : Half Yearly**
4. **Date of Calibration :-………………………**
5. **Next due date of Calibration……………..**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Range of Micropipette | Wt of waterIn mg | AverageWeight | Standard Deviation | % CV | V = Avg wt 0.99602 | A% | Remarks |
| Low | I |  |  |  |  |  |  |  |
| II |  |
| III |  |
| IV |  |
| V |  |
| Mid | I |  |  |  |  |  |  |  |
| II |  |
| III |  |
| IV |  |
| V |  |
| High | I |  |  |  |  |  |  |  |
| II |  |
| III |  |
| IV |  |
| V |  |

Calculation of A %

 A% = V - VSET X 100

 VSET

For Low Range Vset =

 A% \_\_\_\_\_\_\_\_\_\_\_ X 100

For Mid Range Vset =

 A% \_\_\_\_\_\_\_\_\_\_\_ X 100

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For High Range Vset =

A% \_\_\_\_\_\_\_\_\_\_\_ X 100

**Acceptance Criteria**

|  |  |  |  |
| --- | --- | --- | --- |
| Range of Micropipette |  A% | A% in µl |  % CV |
| 0.1-1 µl | ±5.0 | 0.05 | 2.5 |
| 0.5-10 µl | ±1.0 | 0.2 | 0.5 |
| 2-20 µl | ±1.0 | 0.2 | 0.5 |
| 5-50 µl | ±1.0 | 0.5 | 0.4 |
| 10-100 µl | ±0.8 | 0.8 | 0.3 |
| 20-200 µl | ±0.8 | 1.6 | 0.3 |
| 25-250 µl | ±0.8 | 2.0 | 0.3 |
| 100-1000 µl | ±0.8 | 8.0 | 0.3 |
| 500-5000 µl | ±0.8 | 40 | 0.3 |

Remarks: The above parameter used for calibration as per predefined acceptance criteria

 complies / Does not comply hence the micropipette is suitable /Not suitable for

 routine analysis.

Done By: Checked By: Approved By:

Date: Date: Date: