

## On-site calibration information and requirements



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We want to make your experience with our On-site Calibration Team go smoothly. In order to ensure we meet that goal – we’ve put together a checklist for you to prepare prior to our visit.

Help us make sure we have the right information to do the job right the first time:

## Prior to our visit

**Step 1:** Tell us about your equipment. We will need to understand:

- Quantity of devices being calibrated
- Types of devices
- Process connections
- Ranges required
- Number of calibration points
- Maximum permissible error

We ask that you complete our **Calibration Data Sheet (QF-025)** or you can provide this data in your own forms.

**Step 2:** Please be sure all equipment is operational. If repairs are needed, we may be able to do this on-site along with the calibration. Please advise prior to the visit so that we can be prepared. Repairs would be charged in addition to calibration if the technician is able to get the instrument operating properly while on-site. Repairs are not possible for 3rd party items.

**Step 3:** Ensure we will have the right utilities available when we arrive on-site. All flowmeter calibrations use water as the process fluid, with the exception of differential pressure flow, which is performed using pneumatic pressure for the range specified by the dP primary flow device (orifice plate, pitot tube, etc.). See Utilities/Environmental considerations table.

**Step 4:** Other considerations prior to our arrival

- ☐ **Time to complete** Will the job require more than 1 working day to complete? If yes, we will need you to provide a secure area (an exclusive area with the capability to attach our chains or cables to a permanent structure and secure with our lock(s) in which the calibration standards and equipment may be stored over the period of time required to complete this calibration job.

- ☐ **Logistical resources** (ramps, fork trucks, lifts and operator personnel) will be provided by you to assist moving instruments into the designated calibration area and during calibration as required by the calibration technician. Please provide a ramp or other access to unload and load the trailer, and to move the calibration equipment into the facility. It may be necessary to move calibration equipment to other locations within the plant. Emptying and refilling the tank may be necessary to relocate. Designate a location to park the trailer and truck after unloading.

- ☐ **Floor support** We cannot perform flow calibrations using the PFCR (Portable Flow Calibration Rig) in areas other than the entry floor unless elevators and level flooring capable of supporting the tank/pump cart and meter cart (~1000 lbs.) are present.

- ☐ **Your Safety Training** If your plant has any safety and plant operation training or requires certain permits or certificates of our Calibration Technician, please inform us of the amount of time required or the specific documentation required well in advance of the arrival date of the technician at plant to perform calibrations. Training time is additional to quoted calibration time and will be billed at standard service rates.

- ☐ **Lock out/Tag out** It is the responsibility of all parties involved to operate within the safety standards in effect. It is the customer's responsibility to ensure conditions are safe to perform calibrations. Our technicians will work together with the customer in situations where LOTO is required.

- ☐ **Uninstall/Reinstall** Unless otherwise agreed, it is the customer's responsibility to disconnect, remove and deliver instruments to the Endress+Hauser Calibration Technician for calibration. Upon completion of the calibration, Endress+Hauser personnel will advise the instrument is ready to be reinstalled.

- ☐ **Our Safety - Decontamination Form** It is vital for the safety of our technicians that you agree to clean and decontaminate all instruments to be calibrated. You will need to complete a "Decontamination Form" listing each instrument to be calibrated prior to calibration. This sheet will be provided to you prior to the arrival of the Calibration Technician on-site.



## When we arrive

What should you expect us to bring with us when we arrive on-site?

Depending on the type(s) of calibration being performed:


- Portable Flow Calibration Rig and/or in-situ master flowmeter(s)
- Other tools (hoses, fittings, carts, hand tools, etc.)
- All housed in a cargo trailer (approximately 5' wide x 8' long (6' x 13' outside dimensions))

### Utilities/Environmental considerations

	Flow with PFCR (flows up to 100 gpm (834 lb/min))	Flow with PFCR or Master Meters when flows are greater than 100 gpm (834 lb/min)
<b>Electrical</b>	120 VAC / 20 Amp	120 VAC / 20 Amp
<b>Water and Drain</b>	60-80 gal potable water to fill tank	Requires clean, potable water (up to 250 psi and 90°F maximum). Please provide hoses with adapters to mate to our PFCR (2" Tri-Clamp® or 2" NPT female) or Master Meter (less than 3/8" or greater than 2" will dictate process connection) from your water supply and then to your recirculation system or drain. Higher flow rates available with larger master meters.
<b>Space</b>	Approximately 10' x 15' provides adequate space to position the PFCR and work around it or as determined by the equipment required in which the Endress+Hauser technician may set up and operate the equipment and standards required to complete this calibration.	
<b>Temperature/ Relative Humidity</b>	For non-accredited calibrations: No specific requirements.  For accredited calibrations, see Note 1 below.	
<b>Other considerations</b>	Calibrations are performed in non-hazardous areas. We cannot operate our calibration standards in hazardous areas. Areas should be covered, adequately heated or cooled and, in some instances, isolated from drafts and changing temperatures for optimum results. Let us know if other arrangements need to be made.	

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Note 1: 15 to 27°C (59 to 81°F) and less than 80% relative humidity

 Give us your feedback:  
[www.endresslistens.com](http://www.endresslistens.com)



USA

Endress+Hauser, Inc.  
2350 Endress Place  
Greenwood, IN 46143  
Tel: 317-535-7138  
888-ENDRESS  
(888-363-7377)  
Fax: 317-535-8498  
info@us.endress.com  
www.us.endress.com

Canada

Endress+Hauser Canada  
1075 Sutton Drive  
Burlington, ON L7L 5Z8  
Tel: 905-681-9292  
800-668-3199  
Fax: 905-681-9444  
info@ca.endress.com  
www.ca.endress.com

Mexico

Endress+Hauser México S.A. de C.V.  
Fernando Montes de Oca 21 Edificio A Piso 3  
Fracc. Industrial San Nicolás  
54030 Tlalnepantla de Baz  
Estado de México  
México  
Tel: +52 55 5321 2080  
Fax: +52 55 5321 2099  
eh.mexico@mx.endress.com  
www.mx.endress.com

Other locations

[www.addresses.endress.com](http://www.addresses.endress.com)

(10.2016)