

## **Control of Monitoring and Measuring Equipment**

Please read below direction regarding the control of monitoring and measuring equipment that is effective immediately:

**What:** according to MC regulations, any proving standard used for W&M examination work (prover, weights, thermometer, hydrometer etc.) has to be VALID- NOT EXPIRED, AND IN GOOD CONDITION (no leaks or damage, seals intact). IT must use the standard with its valid certificate of designation at all times, and communicate with their supervisor and accreditation department if any issue rises.

**Why:** - Many non-conformances been issued last year for ITs using expired standard on site for w&m work/calibration, which caused which caused lost in profit margins, duplicate inspection work (since we need to go back and re-certify the meters with valid standard), and work scheduling nightmares!.

- it is the W&M REGULATIONS, and NEEI MUST COMPLY. If MC audits the device in question that been certified with invalid standard, we get a non-compliance as a company and our accreditation designation may be suspended.

- Many prover checklist in the examination reports we received in 2017 were either empty or incomplete.

### **2018 resolution:**

- Attaching Prover checklist form (NEE-06) is a mandatory paperwork for each examination report and all necessary checklist fields need to be checked off and information is correctly filled out for each prover used before you send your report.

- We will no longer accept any examination report with empty/incomplete prover checklist.

- A non-conformance will be issued when to the IT who does not comply with the requirements.