

On Site Pipette Clinic Decontamination Declaration for Liquid Handling Equipment

It is important to complete all necessary information otherwise service could be delayed. To enable us to comply with current COSH Regulations, all pipettes must be decontaminated of all hazards and not present a risk to the technician.

| | | | |
|-----------------------------------|--|---|--------------------------|
| Company | | Email | |
| Area/Dept | | Phone | |
| Contact | | Cost Centre/PO (if applicable) | |
| UKAS/ISO 17025 Calibration | | Tick if applicable | <input type="checkbox"/> |
| | | Service O/N | |

Electronic calibration certificates will be issued unless you request a paper version [Tick here for paper certificate](#)

Please ensure a steady stream of pipettes throughout the clinic

| Pipette Type | No. of Pipettes | Measurements* | Service Level | Test Specification* | Pipette Tip Type to be Used During Calibration |
|--------------|-----------------|---------------|---------------|---------------------|--|
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UKAS calibration is available for any calibration level above a 2x4. An on site calibration will comply to ISO8655:2002-7

***Other or Custom - please detail here**

****Customer Supplied – appropriate volumes and quantities need to be supplied to your assigned technician**

Interval and Date on Calibration Labels
 Interval, eg 3 months

 Date Format, eg DD/MM/YYYY

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| Definitions of Service Levels: | |
|--------------------------------|---|
| A | As Found calibration |
| B | Preventative Maintenance, As Returned calibration |
| C | As Found calibration, Preventative Maintenance, As Returned calibration) |
| D | As Found calibration (but if pipette fails then Preventative Maintenance and As Returned calibration will be performed) |

| Definition of Measurements: | |
|-----------------------------|--------------------------------|
| 1x10 | Ten readings at one volume |
| 2x2 | Two readings at two volumes |
| 2x4 | Four readings at two volumes |
| 3x4 | Four readings at three volumes |
| 3x5 | Five readings at three volumes |
| 3x10 | Ten readings at three volumes |

Important:

The information contained within this document will be used to deliver the service. Failure to complete the form correctly may result in a delay to your service. All work on site to be carried out in accordance with section on ISO 8655:7 and in conjunction with METTLER TOLEDO's SOP's. If a calibration to ISO8655:2022-6 is required this will need to be carried out in the Service Centre. All work to be carried out with manufacturer's tips unless stated. If customer's tips are to be used the customer must supply these. Any additional pipettes from the numbers that have been agreed before the start of the clinic may need to be sent to our Service Centre.

Additional Information

Declaration of Decontamination

Have the pipettes been used with hazardous material?

YES

NO

Nature of contaminant

Method of decontamination

We certify that these instruments are safe for human handling

Decontaminated by

| | |
|-------------------|-------------|
| Print Name | Date |
|-------------------|-------------|

(Email address can be used in place of signature)

| |
|------------------|
| Signature |
|------------------|

On completion of this form, please include it with your consignment of equipment and hand to your on site technician