



DOC# IC-FORM-Rev.3

## Instrument Calibration Request Form

DATE: \_\_\_\_\_

| CUSTOMER INFORMATION  |   |  |  |
|---|---|--|--|
| COMPANY NAME  |   |  |  |
| CONTACT PERSON  |   |  |  |
| ADDRESS   |   |  |  |
| DEPARTMENT  |   |  |  |
| PHONE   |   |  |  |
| EMAIL   |   |  |  |
| INVOICE TO  |   | SHIP TO                                |  |
| <input type="checkbox"/> SAME AS ABOVE  |   | <input type="checkbox"/> SAME AS ABOVE |  |
| COMPANY NAME  |   | COMPANY NAME                           |  |
| CONTACT PERSON  |   | CONTACT PERSON                         |  |
| ADDRESS   |   | ADDRESS                                |  |
| DEPARTMENT  |   | DEPARTMENT                             |  |
| PHONE   |   | PHONE                                  |  |
| EMAIL   |   | EMAIL                                  |  |
| PAYMENT METHOD  |   |  |  |
| PURCHASE ORDER NUMBER   |   |  |  |
| RSIC QUOTE NUMBER   |   |  |  |
| VISA/MASTERCARD/AMEX  | <input type="checkbox"/> We will contact you for card #   |  |  |
| <p>This work order serves as a contract between the Radiation Safety Institute of Canada and the above listed customer.</p> | <p>Customer Signature/Date</p> <p>_____</p> <p>This is to certify that the instruments provided are properly packaged, marked, and labelled and are authorized for calibration by the Radiation Safety Institute of Canada.</p> |  |  |
|   | <p><b>SHIP INSTRUMENTS, INCLUDING A COPY OF THIS FORM, TO:</b></p> <p>RSIC National Laboratory<br/>ATTN: Instrument Calibration<br/>102-110 Research Dr.<br/>Saskatoon SK,<br/>S7N 3R3</p>                                      |  |  |



All calibrations are conducted to meet the verification criteria in accordance with the CNSC Regulatory Expectations for Calibration of Survey Meters.

| SURVEY INSTRUMENT CALIBRATION REQUEST                       |                          |                          |                    |                     |                          |                          |                          |                          |
|---|--------------------------|--------------------------|--------------------|---------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| NOTE: ONLY ONE CALIBRATION CERTIFICATE IS PROVIDED PER LINE |                          |                          |                    |                     | CALIBRATION REQUESTED    |                          |                          |                          |
| INSTRUMENT/MODEL NUMBER                                     | INSTRUMENT SERIAL NUMBER | WITH PROBE               | PROBE MODEL NUMBER | PROBE SERIAL NUMBER | DOSE RATE (SV/HR)        | EXPOSURE RATE (R/HR)     | RATEMETER (CPM)          | EFFICIENCY               |
|   |                          | <input type="checkbox"/> |                    |                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|   |                          | <input type="checkbox"/> |                    |                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|   |                          | <input type="checkbox"/> |                    |                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|   |                          | <input type="checkbox"/> |                    |                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|   |                          | <input type="checkbox"/> |                    |                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|   |                          | <input type="checkbox"/> |                    |                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

- Dose and exposure rate calibrations are performed in a traceable Cs-137 calibration field
- Ratemeter calibrations are performed using a calibrated pulse generator
- Efficiency measurements can be performed using traceable Am-241, Cs-137, and Tc-99 sources.

| ELECTRONIC DOSIMETER CALIBRATION REQUEST                    |                          |
|---|--------------------------|
| NOTE: ONLY ONE CALIBRATION CERTIFICATE IS PROVIDED PER LINE |                          |
| INSTRUMENT/MODEL NUMBER                                     | INSTRUMENT SERIAL NUMBER |
|   |                          |
|   |                          |
|   |                          |

| RETURN SHIPPING METHOD     |              |                                  | INFORMATION FOR CERTIFICATE |  |
|----------------------------|--------------|----------------------------------|-----------------------------|--|
| PREPAY AND ADD (PUROLATOR) | Service Type | Ground <input type="checkbox"/>  | COMPANY NAME                |  |
|                            |              | Express <input type="checkbox"/> | CONTACT PERSON              |  |
| COLLECT                    | Carrier Name |                                  | ADDRESS                     |  |
|                            | Account #    |                                  | DEPARTMENT                  |  |
|                            | Service Type | Ground <input type="checkbox"/>  | PHONE                       |  |
|                            |              | Express <input type="checkbox"/> | EMAIL                       |  |

|  |                  |
|--|------------------|
| <b>LAB USE ONLY</b>                    |                  |
| Date Instruments received: _____       | Signature: _____ |
| Number of Certificates returned: _____ |                  |