## **Analytical Balance Check Sheet:**

	Mass/Weight	Mass/Weight	Balance within Acceptable Limits**		Initials
Date					
	Used	Empirical Value	Yes	No*	

Balance is checked each day of use with at least one (1) calibrated weight.

<sup>\*</sup>If mass/weight is outside acceptable limits the balance should not be used until either a Lead Examiner or Section Supervisor is notified and the issue is resolved.

<sup>\*\*</sup>Acceptable limits are calculated based on  $\pm 1\%$  of the reported weight/mass that is used.