

Monthly Thermometer Calibration Record

Firm Name: _____ Firm Address: _____ Cert. # _____ Year: _____

Procedure: The firm’s thermometer probe(s) will be calibrated by placing the probe in a crushed ice / water slurry, stirring vigorously and reading/recording the temperature. This temperature should be 32° F, the melting point of ice. If the probe is not 32°F, the probe can be adjusted by using a wrench to rotate the screw under the backside of the dial to read 32° F when placed in the ice slurry. Next, place the probe in cooler for 3-5 minutes near the cooler thermometer, allowing time for probe to adjust. The temperatures of both are recorded and compared; any difference noted. The corrective action(s) must be recorded. These records must also be reviewed and verified.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Date of Calibration												
Time of Calibration												
Temperature of probe when placed in the ice slurry												
+/- Adjustments made to the probe dial												
Difference between cooler thermometer and probe (+/-)												
Corrective action taken when cooler thermometer does not record the same temperature as probe when compared												
Employee Initials												
Reviewer Signature												
Date of review												

*Please use corrective action reports when necessary. **Please indicate with a mark month(s) not in operation. **Do Not Leave Blank.**