

Legal Metrology	Evaluation Checklist	
MQFL 060-2	Effective date	2015-10-22

No.	Description	Document or Serial number	Submitted (Yes/No/NA)	Remark
1	Application for Type Approval			
2	Issuing Authority (OIML)			
3	OIML (or other) Certificates of Conformity (CoC)			
4	(OIML or other) Test Reports			
5	Declaration of authenticity of submitted documentation			
6	Application for Registration of Technician/ Mechanic (in terms of Section 35(1))			
7	Certificate of Registration of Technician/ Mechanic (in terms of Section 35(1))			
8	Service manual			
9	Operational manual			
10	Calibration manual			
11	Components List			
12	Component layout			
13	Circuit Diagrams			
14	Mechanical drawings/ Pictures			
15	Drawings and description of method of securing instrument / Securing measures foreseen to provide for evidence of an intervention			
16	Description of the metrologically relevant functions			
17	Software			
18	Sample of instrument for laboratory evaluation - An operational instrument shall be provided for the laboratory evaluation.			
19	Sample of the instrument for field tests - The installation of the instrument on site and the provision of test equipment is the responsibility of the submitter.			

20	Specifications			
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19. Software - shall be assigned with a fixed version number. This version number shall be adapted in the case of every software change that may affect the functions and accuracy of the instrument

20. Embedded software - the manufacturer/agent shall describe or declare that the software of the instrument or module is embedded, i.e., it is used in a fixed hardware and software environment and cannot be modified or uploaded via any interface or by other means after securing and/or verification.

The submitter should attest in writing if they are unable to submit any on the requirements that are mandatory, giving motivation.