

Checklist for Market Surveillance

	Yes	No	Comments
The first two headings should be completed for each model of instrument			
Do you have a copy of the TAC and other Test Certificates on file?			
Do you have a copy of any test results associated with the machine on file?			
The following checks should be carried out on a reasonable number of instruments			
Correct application of CE Mark			
Correct Application of M mark			
Correct application and location of other markings- (Information on these markings			
Does the data marked on the machine relate to the instrument to which it is applied?			
Is the software edition number the correct one?			
Do you have the Declarations of Conformity for all relevant directives?			
Is the instrument and the software appropriately secured?			

If completing as second stage verification, do you have the appropriate certificates for the 1st stage?			
Have you carried out metrological tests on the instrument			
Tested in extreme heat or cold			
Tested for creep			