Thermometer accuracy-check record

Track instrument checks, reference readings and the response to an instrument outside its approved tolerance.

1. Identify the instrument and approved check method, reference device or reference medium. Choose a method appropriate to the instrument and operating range.

2. Record the reference value, observed reading and site acceptance tolerance. Follow manufacturer guidance for stabilisation, immersion and adjustment.

3. Record the difference and outcome. Remove or identify unsuitable instruments and assess whether prior product measurements require review.

4. Record service or calibration evidence, next check date and authorisation to return to use. An internal accuracy check is not a calibration certificate.

Do not assume every sensor can be immersed or adjusted. Use an appropriate, documented reference and acceptance tolerance; retain calibration certificates separately where required.

Adapt these supporting records to your products, processes and approved food safety plan. They are not HACCP certification or a complete site-specific food safety program. Establish and validate limits with a competent person before use. Examples are fictional and are not prescribed limits.

Sources checked 18 September 2026

FAO: Good Hygiene Practices and HACCP toolbox

NSW Food Authority: showing food is safe

Instrument checks

Enter the check method and reference ID alongside the instrument. Differences are recorded manually.

Business / site: _____ Record period: _____ Responsible person: _____

Site setup / approved procedure / limits / frequency / escalation contact: _____

Date / instrument / method	Reference ID / value °C	Observed °C / difference	Site tolerance / result	Action / evidence reference	Next due date	Operator / authorisation

Review date / time: _____ Reviewed by: _____ Follow-up / linked action: _____

Worked example - Instrument checks

Enter the check method and reference ID alongside the instrument. Differences are recorded manually.

Fictional example only. Replace with your own approved process and actual observations.

Site setup / approved procedure / limits / frequency / escalation contact: _____

Date / instrument / method	Reference ID / value °C	Observed °C / difference	Site tolerance / result	Action / evidence reference	Next due date	Operator / authorisation
18/09/2026 / P1 / comparator	REF2 / 5.0	5.2 / +0.2	Site tolerance +/-0.5 / within	No adjustment; record IC18	18/10/2026	AS / JT

Review date / time: _____ Reviewed by: _____ Follow-up / linked action: _____

Reading this example

The example illustrates how to identify a record, document observations and retain a decision or follow-up. Pending work stays pending; a completed row is not itself evidence that a process is safe.

Do not assume every sensor can be immersed or adjusted. Use an appropriate, documented reference and acceptance tolerance; retain calibration certificates separately where required.