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# Applying for calibration of measuring devices

Would you like to have a measuring device calibrated? Then you must submit a calibration application to the Berlin-Brandenburg State Office for Metrology and Verification. If the measuring device fulfils the requirements during calibration, the application of the calibration mark indicates that the device may be used for commercial or official purposes and for measurements in the public interest for a further calibration period.

Measuring devices can only be calibrated if they fulfil the legal requirements of calibration law. There are different statutory calibration periods for the different types of measuring devices, which are specified in the Measurement and Verification Ordinance.

## **Procedure:**

1. Submit an application for verification of your measuring device to the Berlin-Brandenburg State Office for Metrology and Verification. You can do this online.

- Please note:\* If the calibration of a measuring device has not been applied for at least ten weeks before the expiry of the calibration period, the calibration period of the measuring device expires at the end of the year, unless the Berlin-Brandenburg State Office of Metrology and Verification has expressly authorised further use upon application. This application can be made informally. This only applies to measuring instruments whose calibration period has not yet expired at the time of the application and if the user of the measuring instrument has done what is necessary to carry out the calibration (obligation to co-operate).

2. Once your application has been successfully submitted, you will receive a confirmation of receipt.

3. The calibration is usually carried out at the installation site (place of use) of the measuring device.

- Depending on the type of measuring device, calibration may take place as part of a round trip. This means that an employee of the State Office for Metrology and Verification will visit you during your business hours to calibrate the measuring devices you have applied for.
- In the case of measuring instruments for which test equipment or work aids are to be provided by the applicant or an appointment is required, your co-operation is required in addition to the calibration application.
- Transportable measuring instruments can also be brought to the Landesamt für Mess- und Eichwesen Berlin-Brandenburg for verification during opening hours or by appointment.

4. If the verification test is successful, the official verification mark will be affixed to the measuring instrument to indicate that it may be used for a further verification period.

5. At the request of the applicant, an additional calibration certificate subject to a fee will be issued after calibration. The request must be communicated at the latest at the time the verification is carried out.

## Prerequisites

- **Measuring devices can only be calibrated if they fulfil the essential requirements of the Measurement and Calibration Ordinance.**
- **The measuring device must fulfil at least one of the following conditions**
  - Type approval of the Federal Institute of Physics and Technology
  - General approval for calibration or type examination certificate
  - For EC type approval: Type approval from a European approval authority
  - Conformity assessment in accordance with national regulations, the European Measuring Instruments Directive or the European Weighing Instruments Directive (CE marking)

## Documents required

- **Application for calibration of a measuring device**  
You can submit the application online.
- **Technical documentation in accordance with § 17 MessEV in German: e.g. operating instructions**  
([https://www.gesetze-im-internet.de/messev/\\_\\_17.html](https://www.gesetze-im-internet.de/messev/__17.html))  
(The template is only required if necessary)

## Fees

The fees charged for the calibration of measuring devices are regulated nationwide and depend on the respective type of measuring device.

## Legal basis

- **Measurement and Verification Act (MessEG)**  
(<https://www.gesetze-im-internet.de/messeg/>)
- **Measurement and Calibration Ordinance (MessEV)**  
(<https://www.gesetze-im-internet.de/messev/>)
- **Ordinance on Measurement and Calibration Fees (MessEGebV)**  
(<https://www.gesetze-im-internet.de/messegebv/>)
- **Measurement and Calibration Ordinance (MessEV) § 34 - Calibration period**  
([https://www.gesetze-im-internet.de/messev/\\_\\_34.html](https://www.gesetze-im-internet.de/messev/__34.html))
- **Measurement and Verification Ordinance (MessEV) Annex 7 (to Section 34 (1) No. 1) - Special verification periods for individual measuring devices**  
([https://www.gesetze-im-internet.de/messev/anlage\\_7.html](https://www.gesetze-im-internet.de/messev/anlage_7.html))
- **Measurement and Verification Act (MessEG) § 38 - Delayed verifications (application)**  
([https://www.gesetze-im-internet.de/messeg/\\_\\_38.html](https://www.gesetze-im-internet.de/messeg/__38.html))
- **Measurement and Verification Ordinance (MessEV) § 37 Paragraph 3 - Verification - Verification certificate**  
([https://www.gesetze-im-internet.de/messev/\\_\\_37.html](https://www.gesetze-im-internet.de/messev/__37.html))

## More information

- **State Office for Metrology and Calibration Berlin-Brandenburg**  
(<https://lme.berlin-brandenburg.de/sixcms/detail.php/bb1.c.541419.de>)
- **Portal for legal metrology in Germany**  
(<https://eichamt.de>)
- **Working Group for Metrology and Calibration (AGME)**  
(<https://www.agme.de>)

## Average time to process request

<https://www.evp-service.de/DEMOL>