



**NATIONAL METROLOGY LABORATORY
OF THE PHILIPPINES**

Providing International Traceability to Measurements in the Country

Gate Pass No. :

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A division of ITDI under DOST

ENTRY PASS

Company Name: _____

Date: _____

The undersigned brought into the Metrology building the following item(s):

Qty	Instrument	Description/Identification Marks	TSR No.

Purpose: _____

Signature over printed name

Noted by: _____
Guard on duty

Received by: _____
Signature over printed name

EXIT PASS

I hereby request to bring out the following item(s):

Date: _____

Qty	Instrument	Description/Identification Marks	TSR No.

Remarks: _____

Signature over printed name

Released by: _____
Signature over printed name

To be filled out by the Metrology building guard:
 Item(s) checked and verified taken out of Metrology building
 Date / Time: _____

 Signature over printed name

IMPORTANT NOTICE TO THE CUSTOMER

- Samples submitted for calibration and their Certificate of Calibration will be released only:
- to the person who brought the sample otherwise authorization is required
 - upon presentation of **originals** (not photocopies) of *Customer's copy (green copy) of the Technical Services Form (F5.8.1 v2) bearing the particulars of payment made, Customer's copy of the Control Pass for Customer's Property (F5.8.3) verified and signed by ITDI's Guard-On-Duty, and a valid identification*

A duly notarized Affidavit of Loss must be presented if any of the above forms is lost