Component dimensional inspection record

Link measurements to the current drawing, method and conformity decision.

Audience: Machining technicians, inspectors and engineers.

INSTRUCTIONS

1. Identify the component, drawing, revision, feature and units. Copy limits or tolerances exactly; do not derive them from this template.

2. Record the instrument, identification, calibration status and method. Document relevant environmental conditions under the procedure.

3. Record results without hiding repeat readings or silently converting units. State resolution and uncertainty where applicable.

4. Apply the agreed decision rule. If undefined or the result is questionable, refer for review; a reading within limits alone does not resolve every case.

LIMITS

Does not define tolerances, fits, datums, measurement methods or automatic conformity. Use the applicable drawing and procedure.

ORIGINAL EXAMPLE

FICTIONAL, arithmetic only: drawing DEMO-P05 specifies diameter 10.00 ±0.05 mm; limits are 9.95 and 10.05 mm. Reading: 10.02 mm. The reading lies between limits, but the decision remains pending until the agreed rule and relevant metrological information are considered. This is not a recommended tolerance.

RECORD FORM

Complete one copy per record. Attach sheets if more space is needed. Avoid ambiguous blanks: state unavailable or not applicable.

Component / drawing / revision / lot / inspector
Feature / geometric reference / unit
Nominal / limits or tolerance / drawing source
Instrument / ID / calibration / resolution
Method / preparation / relevant conditions
Result 1 / result 2 / result 3
Applicable uncertainty / source
Decision rule / approved reference
Decision / evidence / reviewer / date

SOURCES AND USE

General guidance and original VYRCO form. Sources support the context; they do not certify this template.

Mitutoyo · Metrological Traceability

Traceability and calibration as context for measurement results.

https://www.mitutoyo.com/educational-resource/what-is-metrological-traceability-requirements-traceability-and-calibration/

Mitutoyo · Resource Center

Resources on uncertainty and decision rules. Consult the applicable procedure.

https://www.mitutoyo.com/resource-center/

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