



## 61. Meter Calibration

Calibration of water meter.

<b>Office or Division:</b>	Construction and Maintenance Division			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2C – Government to Citizen, G2B – Government to Business, G2G - Government to Government			
<b>Who may avail:</b>	Construction and Maintenance Division			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
None				
<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. None	1. Install water meter in the Meter Test Bench (maximum of 5 water meter)	None	5 minutes	Water Maintenance Personnel / Technician
2. None	2. Adjust the reading of water meter flow indicator to zero (0).	None	5 minutes	Water Maintenance Personnel / Technician
3. None	3. Record initial reading of each water meter.	None	5 minutes	Water Maintenance Personnel / Technician
4. None	4. Fill the container at label 25 liters with water.	None	5 minutes	Water Maintenance Personnel / Technician
5. None	5. Record the final reading with each water meter.	None	5 minutes	Water Maintenance Personnel / Technician
6. None	6. Compare the volume, Subtract the final reading to the initial reading.		5 minutes	Water Maintenance Personnel / Technician
7. None	7. Compute the difference from 25 liters volume. (Allowable percentage should be plus (+) or minus (-) 5% of the test volume (25L)	None	5 minutes	Water Maintenance Personnel / Technician
8. None	8. Final adjustment of water meter with over / under accuracy.	None	5 minutes	Water Maintenance Personnel / Technician
<b>Total:</b>		None	40 minutes	