



62. Meter Calibration

Calibration of water meter.

Office or Division:	Construction and Maintenance Division			
Classification:	Simple			
Type of Transaction:	G2C – Government to Citizen, G2B – Government to Business, G2G - Government to Government			
Who may avail:	Construction and Maintenance Division			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
None				
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
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
Total:		None	40 minutes	