

United States Department of Agriculture



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NEW MEXICO BULLETIN NO. 210-10-01

SUBJECT: ENG – ENGINEERING SURVEY EQUIPMENT MAINTENANCE

TO: All Employees

Purpose. To provide guidance regarding proper survey equipment servicing and calibration.

In an effort to provide the best service to our clients and producers, proper treatment of NRCS survey equipment can not be stressed enough. A good instrument, properly used and cared for, may stay in adjustment for months or longer. However, we all know that the nature of our work makes for less than optimum working conditions. As a result, this bulletin is a reminder and a general guide for adjusting, servicing and calibrating surveying equipment. Adjustment refers to correcting the bubble levels and should be completed in-house by anyone with the proper knowledge of how to perform the procedure. Refer to NEH 650.01 pages 18 and 19; this reference is also known as Chapter 1 of the Engineering Field Manual. Service includes cleaning and lubricating the equipment, and calibration refers to correction of the lasers and EDM's. Servicing and calibration is performed by an equipment vendor, equipment manufacturer, or other reputable servicing specialist of surveying equipment.

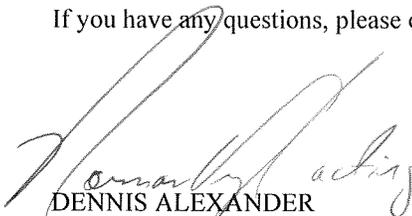
Levels should be checked for accuracy at least once a month by comparison with known values. All equipment should be serviced and calibrated according to the manufacturer's recommendation. These recommendations can be found in the equipment manuals or if the manual no longer exists, the manufacturer can be contacted directly. In the absence of any manufacturer recommendations, the following schedule should be followed:

- Total surveying stations, laser levels, or other electronic surveying equipment – Calibration and adjustments other than the plate level bubble shall be performed by the qualified vendors. Calibration and servicing should be completed yearly (preferably) and shall never exceed two years.
- Levels and automatic (dumpy) levels – Servicing of the equipment shall be completed every 2 years.

Depending on the treatment of your survey equipment, servicing, calibration, and adjustment may be required sooner than these recommendations. Immediate action should be taken if equipment is ever dropped or grossly mistreated.

Servicing and calibration performed by an outside specialist may be paid for by an NRCS purchase card. Prior approval may be required. Maintenance agreements may also need approval from the Area Conservationist. Your purchase card holder may contact Bridget Biernat or Terry Sarazin for a list of qualified vendors.

If you have any questions, please contact Fernando Morales at (505)761-4461.



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State Conservationist