ARKANSAS BUREAU OF STANDARDS

F. Uniform Regulation for National Type Evaluation

as adopted by
The National Conference on Weights and Measures*

1. Background

The Uniform Regulation for National Type Evaluation was adopted by the NCWM at the 68th Annual Meeting in 1983 and is a necessary adjunct to recognize and enable participation in the National Type Evaluation Program administered by the National Conference on Weights and Measures (NCWM). The Regulation specifically authorizes: type evaluation; recognition of a NCWM "Certificate of Conformance" of type; the State Measurement Laboratory to operate as a Participating Laboratory, if authorized by the National Institute of Standards and Technology (NIST) under its program of recognition of State Measurement Laboratories; and, the state to charge fees to those persons who seek type evaluation of weighing and measuring devices.

(Amended 2000)

At the 81st Annual Meeting in 1996, the NCWM adopted major revisions to the Uniform Regulation for National Type Evaluation. These revisions were made to clarify the requirements and incorporate the policies and guidelines adopted by the Executive Committee as published in NCWM Publication 14, "Technical Policy, Checklists, and Test Procedures."

(Amended 1997)

2. Intent

It is the intent of this regulation to have all states use the National Type Evaluation, as approved by the NCWM, as their examining procedure. If a state does not wish to establish a Participating Laboratory, Section 2.4. Participating Laboratory and Section 4. Participating Laboratory may be deleted.

3. Status of Promulgation

The table beginning on page 10 shows the status of adoption of the Uniform Regulation for National Type Evaluation.

**The National Conference on Weights and Measures (NCWM) is supported by the National Institute of Standards and Technology in partial implementation of its statutory responsibility for "cooperation with the states in securing uniformity in weights and measures laws and methods of inspection."*

Uniform Regulation for National Type Evaluation

Section 1. Application

This regulation shall apply to [*NOTE 1*, page 165] any type of device and/or equipment covered in National Institute of Standards and Technology (NIST) Handbook 44 for which evaluation procedures have been published in the National Conference on Weights and Measures (NCWM), Publication 14, "National Type Evaluation Program, Technical Policy, Checklists, and Test Procedures."

NOTE 1: *This section can be amended to include a list of devices or device types to which NTEP evaluation criteria does not apply. Additionally, a state can amend this section to allow it to conduct a type evaluation and issue a "Certificate of Approval." This approach should be limited to occasions where formal NTEP Type Evaluation criteria does not apply and to new technologies or device applications where the development of criteria is deemed necessary by the Director.*

Section 2. Definitions

2.1. Active Certificate of Conformance (CC). – A document issued based on testing by a Participating Laboratory, which the certificate holder maintains in active status under the National Type Evaluation Program (NTEP). The document constitutes evidence of conformance of a type with the requirements of this document, NIST Handbook 44, "Specifications, Tolerances, and Other Technical Requirements for Weighing and Measuring Devices," and the test procedures contained in NCWM Publication 14. By maintaining the Certificate in active status, the Certificate holder declares the intent to continue to manufacture or remanufacture the device consistent with the type and in conformance with the applicable requirements. A device is traceable to an active CC if: (a) it is of the same type identified on the Certificate, and (b) it was manufactured during the period that the Certificate was maintained in active status. For manufacturers of grain moisture meters, maintenance of active status also involves annual participation in the NTEP Laboratory On-going Calibration Program, OCP (Phase II).

(Amended 2000, 2001, and 2004)

2.2. Device. – A piece of commercial or law enforcement equipment as defined in Section 2.15. Commercial and Law Enforcement Equipment. A device may be a single unit or a combination of separate and compatible main elements. A device shall include, at a minimum, those main elements that: (a) perform the measurement, and (b) process the measurement signals up to the first indicated or recorded value of the final quantity upon which the transaction is based.

(Amended 2004)

2.3. Director. – Means the Director of the Arkansas State Plant Board.

2.4. Manufactured Device. – Any commercial weighing or measuring device shipped as new from the original equipment manufacturer.

(Added 2001)

2.5. National Type Evaluation Program. – A program of cooperation between the NCWM, NIST, other federal agencies, the states, and the private sector for determining, on a uniform basis, conformance of a type with the relevant provisions of National Institute of Standards and Technology Handbook 44, "Specifications, Tolerances, and Other Technical Requirements for Weighing and Measuring Devices," and NCWM, Publication 14, "National Type Evaluation Program, Technical Policy, Checklists, and Test Procedures.".

(Amended 2000)

2.6. One-of-a-Kind Device. – A (non-NTEP) device designed to meet unique demands for a specific installation and of a specific design which is not commercially available elsewhere (one such device per manufacturer). If a device manufactured for sale by a company has been categorized and tested as a "one-of-a-kind" device and the manufacturer then decides to manufacture an additional device or devices of that same type, the device will no

longer be considered a "one-of-a-kind." This also applies to a device that has been determined to be a "one-of-a-kind" device by a weights and measures jurisdiction in one state and the manufacturer decides to manufacture and install another device of that same type in another state. In this case, the manufacturer of the device must request an NTEP evaluation on the device through the normal application process unless NTEP has already deemed that such evaluation will not be conducted.

(Amended 1998)

2.7. Participating Laboratory. – Any State Measurement Laboratory or State Weights and Measures Agency or other laboratory that has been authorized to conduct a type evaluation under the NTEP.

(Amended 2001)

2.8. Person. – The term "person" means both singular and plural, as the case demands, and includes individuals, partnerships, corporations, companies, societies, and associations.

2.9. Remanufactured Device. – A device that is disassembled, checked for wear, parts replaced or fixed, reassembled, and made to operate like a new device of the same type.

(Amended 2001)

2.10. Remanufactured Element. – An element that is disassembled, checked for wear, parts replaced or fixed, reassembled, and made to operate like a new element of the same type.

(Added 2001)

2.11. Repaired Device. – A device on which work is performed that brings the device back into proper operating condition.

(Amended 2001)

2.12. Repaired Element. – An element on which work is performed that brings the element back into proper operating condition.

(Added 2001)

2.13. Type. – A model or models of a particular device, measurement system, instrument, or element that positively identifies the design. A specific type may vary in its measurement ranges, size, performance, and operating characteristics as specified in the CC.

2.14. Type Evaluation. – The testing, examination, and/or evaluation of a type by a Participating Laboratory under the NTEP.

2.15. Commercial and Law Enforcement Equipment.

(a) Weighing and measuring equipment commercially used or employed in establishing the size, quantity, extent, area, or measurement of quantities, things, produce, or articles for distribution or consumption, purchased, offered, or submitted for sale, hire, or award, or in computing any basic charge or payment for services rendered on the basis of weight or measure.

(b) Any accessory attached to or used in connection with a commercial weighing or measuring device when such accessory is so designed that its operation affects the accuracy of the device.

(c) Weighing and measuring equipment in official use for the enforcement of law or for the collection of statistical information by government agencies. [*NOTE* 2, page 166]

NOTE 2: *The section is identical to G-A.1. Commercial and Law Enforcement Equipment, Section 1.10. General Code, National Institute of Standards and Technology Handbook 44 for definition of "commercial" and "law enforcement equipment."*

Section 3. Certificate of Conformance (CC)

The Director shall require a device to be traceable to an active Certificate of Conformance (CC) prior to its installation or use for commercial or law enforcement purposes. If the device consists of separate and compatible main elements, each main element shall be traceable to a CC. A device is traceable to a CC if:

(a) it is of the same type identified on the Certificate; and

(b) it was manufactured during the period that the Certificate was maintained in active status.

(Amended 2001 and 2004)

Section 4. Prohibited Acts and Exemptions

(a) Except for a device exempted by this section, no person shall sell a device unless it is traceable to an active CC.

(Amended 2001)

(b) Except for a device exempted by this section, no person shall use a device unless it is traceable to an active CC.

(Amended 2001)

(c) A device in service in this State prior to July 11, 2002 that meets the specifications, tolerances, and other technical requirements of National Institute of Standards and Technology Handbook 44 shall not be required to be traceable to an active CC.

(Amended 2001)

(d) A device in service in this State prior to July 11, 2002 removed from service by the owner or on which the department has issued a removal order after July 11, 2002 and returned to service at a later date shall be modified to meet all specifications, tolerances, and other technical requirements of National Institute of Standards and Technology Handbook 44 effective on the date of the return to service. Such a device shall not be required to be traceable to an active CC.

(Amended 2001)

(e) A device in service in this State prior to July 11, 2002 which is repaired after such date shall meet the specifications, tolerances, and other technical requirements of National Institute of Standards and Technology Handbook 44 and shall not be required to be traceable to an active CC.

(Amended 2001)

(f) A device in service in this State prior to July 11, 2002 that is still in use may be installed at another location in this state provided the device meets requirements in effect as of the date of installation in the new location; however, the device shall not be required to be traceable to an active CC.

(Amended 2001)

(g) A device in service in another State prior to July 11, 2002 may be installed in this State; however, the device shall meet the specifications, tolerances, and technical requirements for weighing and measuring devices in National Institute of Standards and Technology Handbook 44 and be traceable to an active CC.

(Amended 2001)

(h) **One-of-a-kind Device.** – The Director may accept the design of a one-of-a-kind device without an NTEP evaluation pending inspection and performance testing to satisfy that the device complies with Handbook 44 and is capable of performing within the Handbook 44 requirements for a reasonable period of time under normal conditions of use. Indicators and load cells in all "one-of-a-kind" scale installations

must have an active NTEP CC as evidence that the system meets the influence factor requirements of Handbook 44.

(Amended 1998 and 2001)

(i) **Repaired Device.** – If a person makes changes to a device to the extent that the metrological characteristics are changed, that specific device is no longer traceable to the active CC.

(Amended 2001)

(j) **Remanufactured Device.** – If a person repairs or remanufactures a device, they are obligated to repair or remanufacture it consistent with the manufacturer's original design; otherwise, that specific device is no longer traceable to an active CC.

(Amended 2001)

(k) **Copy of a Device.** – The manufacturer who copies the design of a device that is traceable to an active CC, but which is made by another company, must obtain a separate CC for the device. The CC for the original device shall not apply to the copy.

(l) **Device Components.** – If a person buys a load cell(s) and an indicating element that are traceable to CCs and then manufactures a device from the parts, that person shall obtain an active CC for the device.

(Amended 2001)

Section 5. Participating Laboratory and Agreements

The Director is authorized to:

(a) Operate a Participating Laboratory as part of the NTEP. In this regard, the Director is authorized to charge and collect fees for type evaluation services.

(b) Cooperate with and enter into agreements with any person in order to carry out the purposes of the act.

Section 6. Revocation of Conflicting Regulations

All provisions of all orders and regulations before issued on this same subject that are contrary to or inconsistent with the provisions of this regulation, are hereby revoked.

(Amended 2001)

Section 7. Effective Date

This regulation shall become effective on April 1, 2014.

(Amended 2001)

Uniform National Type Evaluation Program

NTEP

- Devices installed in the state prior to July 11, 2002, are not required to be traceable to an NTEP certificate of conformance. The device must meet National Institute of Standards and Technology (NIST) Handbook 44.

NTEP

- Devices installed after July 11, 2002, must meet NIST Handbook 44 requirements and be traceable to an **ACTIVE** Certificate of Conformance.

D. Uniform Regulation for the Voluntary Registration of Servicepersons and Service Agencies for Commercial Weighing and Measuring Devices

as adopted by
The National Conference on Weights and Measures*

1. Background

The Uniform Regulation covering the registration of servicepersons and service agencies was developed and adopted by the National Conference on Weights and Measures (NCWM) in 1966, retitled in 1983, and substantially revised in 1984. It is designed to promote uniformity among those jurisdictions that provide for or are contemplating the establishment of some type of control over the servicing of commercial weighing and measuring devices. It offers to a serviceperson or to a service agency the opportunity to register and carries with it the privilege of restoring devices to service and of placing new or used devices in service.

Two unique features of the registration plan are its voluntary nature and the provision for reciprocity. Registration is not required; however, the privileges gained make it attractive. Also, in order to provide maximum effectiveness of the program and to reduce legal obstacles to a minimum to service across state lines, provision is made for reciprocity in certification of standards and testing equipment among states.

2. Status of Promulgation

The table beginning on page 10 shows the status of adoption of the Uniform Regulation for the Voluntary Registration of Servicepersons and Service Agencies for Commercial Weighing and Measuring Devices.

**The National Conference on Weights and Measures (NCWM) is supported by the National Institute of Standards and Technology (NIST) in partial implementation of its statutory responsibility for "cooperation with the states in securing uniformity in weights and measures laws and methods of inspection."*

Uniform Regulation for the Voluntary Registration of Servicepersons and Service Agencies for Commercial Weighing and Measuring Devices

Section 1. Policy

For the benefit of the users, manufacturers, and distributors of commercial weighing and measuring devices, it shall be the policy of the Director of Weights and Measures, hereinafter referred to as "Director," to accept registration of (a) an individual and (b) an agency providing acceptable evidence that he, she, or it is fully qualified by training or experience to install, service, repair, or recondition a commercial weighing or measuring device; has a thorough working knowledge of all appropriate weights and measures laws, orders, rules, and regulations; and has possession of, or has available for use, and will use suitable and calibrated weights and measures field standards and testing equipment appropriate in design and adequate in amount. (An employee of the government shall not be eligible for registration.)

The Director will check the qualifications of each applicant. It will be necessary for an applicant to have available sufficient field standards and equipment (see Section 5, Minimum Equipment).

It shall also be the policy of the Department to issue a "Certificate of Registration" to qualified applicants whose applications for registration are approved. This Certificate grants authority to remove rejection seals and tags placed on Commercial and Law Enforcement Weighing and Measuring Devices by authorized weights and measures officials, to place in service repaired devices that were rejected, and to place in service devices that have been newly installed.

The Director is NOT guaranteeing the work or fair dealing of a Registered Serviceperson or Service Agency. He will, however, remove from the registration list any Registered Serviceperson or Service Agency that performs unsatisfactory work or takes unfair advantage of a device owner.

Registration with the Director shall be on a voluntary basis. The Director shall reserve the right to limit or reject the application of any Serviceperson or Service Agency and to revoke his, her, or its permit to remove rejection seals or tags for good cause.

This policy shall in no way preclude or limit the right and privilege of any individual or agency not registered with the Director to install, service, repair, or recondition a commercial weighing or measuring device (see Section 7, Privileges and Responsibilities of a Voluntary Registrant).

(Added 1966) (Amended 1984 and 2005)

Section 2. Definitions

2.1. Registered Serviceperson. – Any individual who for hire, award, commission, or any other payment of any kind, installs, services, repairs, or reconditions a commercial weighing or measuring device, and who voluntarily registers with the Director of Weights and Measures.

(Added 1966)

2.2. Registered Service Agency. – Any agency, firm, company, or corporation that for hire, award, commission, or any other payment of any kind installs, services, repairs, or reconditions a commercial weighing or measuring device, and that voluntarily registers with the Director of Weights and Measures. Under agency registration, identification of individual servicepersons shall be required.

(Added 1966) (Amended 1984)

2.3. Commercial and Law Enforcement Weighing and Measuring Devices. – Any weight or measure or weighing or measuring device commercially used or employed in establishing the size, quantity, extent, area, or measurement of quantities, things, produce, or articles for distribution or consumption, purchased, offered, or

submitted for sale, hire, or award, or in computing any basic charge or payment for services rendered on the basis of weight or measure. It shall also include any accessory attached to or used in connection with a commercial weighing or measuring device when such accessory is so designed or installed that its operation affects the accuracy of the device. It also includes weighing and measuring equipment in official use for the enforcement of law or for the collection of statistical information by government agencies.

(Added 1966) (Amended 1984)

Section 3. Registration Fee

There shall be charged by the Director an annual fee of $Zero per Registered Serviceperson and $Zero per Registered Service Agency to cover costs at the time application for registration is made, and annually, thereafter.

(Added 1966) (Amended 1984)

Section 4. Voluntary Registration

An individual or agency qualified by training or experience may apply for registration to service weighing devices or measuring devices on an application form supplied by the Director. Said form, duly signed and witnessed, shall include certification by the applicant that the individual or agency is fully qualified to install, service, repair, or recondition whatever devices for the service of which competence is being registered; has in possession or available for use, and will use, all necessary testing equipment and standards; and has full knowledge of all appropriate weights and measures laws, orders, rules, and regulations. An applicant also shall submit appropriate evidence or references as to qualifications. Application for registration shall be voluntary, but the Director is authorized to reject or limit any application.

(Added 1966) (Amended 1984)

Section 5. Minimum Equipment

Applicants must have available sufficient standards and equipment to adequately test devices as set forth in the Notes section of each applicable code in NIST Handbook 44, "Specifications, Tolerances, and Other Technical Requirements for Weighing and Measuring Devices." This equipment will meet the specifications of NIST 105-series standards (or other suitable and designated standards). This section shall not preclude the use of additional field standards and/or equipment, as approved by the Director, for uniform evaluation of device performance (see Section 9, Examination and Calibration or Certification of Standards and Testing Equipment).

(Added 1984) (Amended 2005)

Section 6. Certificate of Registration

The Director will review and check the qualifications of each applicant. The Director shall issue to the applicant a "Certificate of Registration," including an assigned registration number if it is determined that the applicant is qualified. The "Certificate of Registration" will expire 1 year from the date of issuance.

(Added 1966) (Amended 1984)

Section 7. Privileges and Responsibilities of a Voluntary Registrant

A bearer of a Certificate of Registration shall have the authority to remove an official rejection tag or mark placed on a weighing or measuring device by the authority of the Director; place in service, until such time as an official examination can be made, a weighing or measuring device that has been officially rejected; and place in service, until such time as an official examination can be made, a new or used weighing or measuring device. The registered serviceperson or service agency is responsible for installing, repairing, and adjusting devices such that the devices are adjusted as closely as practicable to zero error.

(Added 1966) (Amended 1984)

Section 8. Placed in Service Report

The Director shall furnish each registered serviceperson and registered service agency with a supply of report forms to be known as "Placed in Service Reports." Such a form shall be executed in triplicate, shall include the assigned registration number, and shall be signed by a registered serviceperson or by a serviceperson representing a registered agency for each rejected device restored to service and for each newly installed device placed in service. Within 24 hours after a device is restored to service or placed in service, the original of the properly executed Placed in Service Report, together with any official rejection tag removed from the device, shall be forwarded to the Director at 4608 W. 61st Little Rock, Arkansas. The duplicate copy of the report shall be handed to the owner or operator of the device, and the triplicate copy of the report shall be retained by the Registered Serviceperson or Registered Service Agency.

(Added 1966) (Amended 2005)

Section 9. Examination and Calibration or Certification of Standards and Testing Equipment

All field standards that are used for servicing and testing weights and measures devices for which competence is registered shall be submitted to the Director for initial and subsequent verification and calibration at intervals determined by the Director. A registered serviceperson or registered service agency shall not use in servicing commercial weighing or measuring devices any field standards or testing equipment that have not been calibrated or verified by the Director. In lieu of submission of physical standards, the Director may accept calibration and/or verification reports from any laboratory that is formally accredited or recognized. The Director shall maintain a list of organizations from which the state will accept calibration reports. The state shall retain the right to periodically monitor calibration results and/or to verify field standard compliance to specifications and tolerances when field standards are initially placed into service or at any intermediate point between calibrations.

(Added 1966) (Amended 1984, 1999, and 2005)

Section 10. Revocation of Certificate of Registration

The Director is authorized to suspend or revoke a Certificate of Registration for good cause which shall include, but not be limited to: taking of unfair advantage of an owner of a device; failure to have test equipment or standards certified; failure to use adequate testing equipment; or failure to adjust commercial or law enforcement devices to comply with Handbook 44 subsequent to service or repair.

(Added 1966) (Amended 1984)

Section 11. Publication of Lists of Registered Servicepersons and Registered Service Agencies

The Director shall publish, from time to time as he deems appropriate, and may supply upon request, lists of Registered Servicepersons and Registered Service Agencies.

(Added 1966)

Section 12. Effective Date

This regulation shall become effective on August 1, 2014.

(Added 1966)

Uniform Regulation For Voluntary Registration of Service Person and Service Agencies

- Authorizes service persons to remove rejection seals & tags placed on weighing & measuring devices.
- Authorizes service persons to place a device into service that has been newly installed or rejected.
- A registered service person is responsible for installing, repairing and adjusting devices that are adjusted as closely as practicable to zero error.
- A registered service person shall not use in service any field standards not been calibrated or verified by the Director.

Section 4
Voluntary Registration

- An individual or agency qualified by training or experience may apply for registration to service weighing or measuring devices on an application form supplied by the Director. Said form, duly signed and witnessed, the individual or agency is fully qualified to install, service, repair, or recondition devices for which competence is being registered.
- Service person has in possession and will use all necessary testing equipment and standards; has full knowledge of all weights & measures laws, orders, rules, and regulations.
- The Director is authorized to reject or limit any application.

Uniform Regulation For Voluntary Registration of Service Person and Service Agencies

- The director is authorized to suspend or revoke a certificate of registration for good cause which shall include, but not limited to; taken unfair advantage of an owner of a device; failure to have test equipment or standards certified; failure to use adequate testing equipment; or failure to adjust commercial devices to comply with Handbook 44 subsequent to service or repair.
- The director shall publish time to time as he deems appropriate, and may supply upon requests, lists of registered service person.

A.C.A. 4-18-344

- **4-18-344. Testing bulk meters or liquefied petroleum gas metering devices, pumps, and scales used for commercial transactions.**

(a) (1) As used in this section, “pump” means a fuel pump that dispenses products used as motor vehicle fuels, including, but not limited to, gasoline, kerosene, or diesel.

(2) As used in this section, “bulk meter” includes, but is not limited to, a pipeline terminal meter, a rack meter, or a tank truck meter.

(b) (1) (A) A person who owns a bulk meter or liquefied petroleum gas metering device for a commercial transaction must engage a registered service agent to annually inspect and test for the accuracy and correctness of the device.

(B) The duty of the Director of the Arkansas Bureau of Standards to inspect and test bulk meters or liquefied petroleum gas metering devices used for commercial transactions is fulfilled by the registered service agent's annual inspection and test for accuracy.

A.C.A. 4-18-344

(2) (A) A person who owns a pump or scale for a commercial transaction must engage a registered service agent to annually inspect and test for the accuracy and correctness of the pump or scale.

(B) The director's duty to inspect and test pumps or scales used for commercial transactions is fulfilled by the registered service agent's annual inspection and test for accuracy.

(c) A registered service agent shall perform the recalibration if the inspection or test indicates the bulk meter or liquefied petroleum gas metering device, pump, or scale needs to be recalibrated.

(d) (1) After the approval of a decal by the Arkansas Bureau of Standards, a registered service agent shall place an approved decal conspicuously on the bulk meter or liquefied petroleum gas metering device, pump, or scale which indicates that it is suitable for trade in accordance with the National Institute of Standards and Technology Handbook 44 and 112, as adopted by the bureau.

(2) A registered service company shall provide security seals approved by the bureau to any individual employed as a registered technician authorized to perform inspections and tests.

A.C.A. 4-18-344

(3) A registered technician shall place an approved security seal on the device to prevent any unauthorized access to the adjusting mechanism unless otherwise authorized by the bureau.

(e) The registered service agent shall provide a copy of all bureau-approved inspection and test reports to the bulk meter or liquefied petroleum gas metering device, pump, or scale owner and to the director.

(f) (1) The registered service agent shall retain a copy of all inspection and test reports for a period of three (3) years.

(2) The owner of the device shall retain a copy of all inspection and test reports at the device location for a period of three (3) years.

(g) The director may adopt a system to periodically monitor, inspect, or test bulk meters or liquefied petroleum gas metering devices, pumps, and scales inspected and tested by a registered service agent to check the accuracy of the work of the service agent.

(h) (1) The director may suspend or revoke the certificate of registration of a registered service agent for violating any provision of this subchapter.

A.C.A. 4-18-344

(2) If the registration of a registered service agent has been suspended or revoked, then the service agent may not register with the bureau as a service agent for at least one (1) year.

- History. Acts 2005, No. 914, § 5.

OFFICIAL ANNUAL TEST REPORTS

Form N-1A Revised 7/12/04

4608 West 61st Street
Little Rock, AR 72209
Bureau@aspb.ar.gov
Phone (501) 570-1159
Fax (501) 562-7605

ARKANSAS
BUREAU OF
STANDARDS

OFFICIAL ANNUAL FIELD TEST REPORT
EXAMPLE

DATE: 4.17.13	**LOCATION NAME:** ARKANSAS BUREAU OF STANDARDS	**PHONE:** (501) 570-1159
COUNTY: PULASKI	**CITY:** LITTLE ROCK	**STREET ADDRESS:** 4608 W 61ST STREET
MAILING ADDRESS: #1 NATURAL RESOURCES DR.	**CITY:** LITTLE ROCK	**ST:** AR **ZIP:** 72203
SERVICE AGENCY: WEIGHRITE SCALE CO.	**REG. NO:** S555	**PHONE:** (501) 555-1111

DESCRIPTION OF EQUIPMENT

COMPUTING, SCANNER-SCALE, MONORAIL, FLOOR, HOPPER, BENCH, RAILWAY TRACK, (IDENTIFY TYPE BY THESE TERMS, IF OTHER SPECIFY)

TYPE OF SCALE	MAKE	MODEL	SERIAL	CAPACITY
COMPUTING	TEC AMERICA	SL-2200	TECSL2230	30 lbs.
SCANNER-SCALE	HOBART	SP1500S	HSP1530	30 lbs.
MONORAIL	WEIGH-TRONIX	MRS	WTMRS	750 lbs.
FLOOR	FAIRBANKS	1135L	FG1135	600 lbs.
HOPPER	CARDINAL	FS5000	CFS5001	5000 lbs.
BENCH	BERKEL	CX9/CX10	BCX910	50 lbs.
RAILWAY TRACK	THURMAN	8710	T8710	400000 lbs.
EXAMPLES OF OTHER TYPES OF SCALES				
PREPACKAGING				
JEWLER'S				
GRAIN TEST				
HANGING				
CRANE				
BELT-CONVEYOR				
ON-BOARD				

REMARKS:

By signing this form, the Service Agent states; (1) the devices above were inspected and tested in accordance with the current Examination Procedure Outline (EPO) as found in the National Institute of Standards and Technology's Handbook 112 and Handbook 44; (2) the devices above comply with all applicable requirements as specified in Handbook 44.

Service Agent Signature	Service Agent Printed Name	Owner / Operator Signature	Owner / Operator Printed Name

White Copy –AR Bureau of Standards Yellow Copy – Device Location Pink Copy – Service Agency

Form SC-1 Revised 7/12/04

ARKANSAS
BUREAU OF
STANDARDS

OFFICIAL ANNUAL VEHICLE TEST REPORT

EXAMPLE

4608 West 61st Street
Little Rock, AR 72209
Bureau@aspb.ar.gov
Phone (501) 570-1159
Fax (501) 562-7605

DATE: 4.17.2013	**LOCATION NAME:** ARKANSAS BUREAU OF STANDARDS	**PHONE:** (501) 570-1159
COUNTY: PULASKI	**CITY:** LITTLE ROCK	**STREET ADDRESS:** 4608 W 61ST STREET
MAILING ADDRESS: #1 NATURAL RESOURCES DRIVE	**CITY:** LITTLE ROCK	**ST:** AR **ZIP:** 72203
SERVICE AGENCY: WEIGHRITE SCALE CO.	**REG. NO:** S555	**PHONE:** (501) 555-1111

	MANUFACTURER	MODEL	SERIAL NO.	CAPACITY	NTEP C OF C
INDICATOR	METTLER-TOLEDO	JAGUAR	MTJ94096	120000	94-096A2
WEIGHING ELEMENT	THURMAN	8130	T813088	120000	88-036A2
PRINTER	RICE-LAKE	KB-105	RLKB105	120000	89-156

INDICATOR: DIGITAL ☒ **BEAM** ☐ **DIAL** ☐ | **MARKED CLASS III/IIL: YES** ☒ **NO** ☐ | **DIVISION =** 20 | **BALANCE CONDITION AS FOUND:** OK

WEIGHING ELEMENT: ELECTRONIC ☐ **MECHANICAL** ☐ **ELECTRO-MECHANICAL** ☒ | **CLC/SECTION CAP:** 35k | **NO. OF SECTIONS:** 4

LENGTH: 10 | **WIDTH:** 70 | **AZSM RANGE:** 3d | **MOTION RANGE:** 3d | **SENSITIVITY/DISCRIMINATION TEST: ZERO (d)____ MAX. (d) ____**

SECTION TEST	SECTION	TEST LOAD	INDICATOR	ERROR	SECTION	TEST LOAD	INDICATOR	ERROR
INCREASING & DECREASING-LOAD TESTS ON BOTH ENDS. TEST CARTS ON ONE (SAME) END. TEST CARTS MUST TEST ALL SECTIONS. INDICATE TEST BOTH DIRECTIONS.	1	4000	4000	0	4	4000	4000	0
		8000	8000	0		8000	8000	0
		12000	12020	+20		12000	12020	+20
		16000	16020	+20		16000	16020	+20
		20000	20020	+20		20000	20020	+20
		24000	24020	+20		24000	24020	+20
		28000	28020	+20		28000	28020	+20
DECREASING-LOAD TEST AT ½ MAX LOAD		16000	16000	0		16000	16000	0
	BALANCE CHECK: OK				BALANCE CHECK: OK			

STRAIN LOAD TEST		END	CENTER	CENTER	CENTER	END
SECTIONS ARE LEFT TO RIGHT READING THE INDICATOR. 1 2 3 4 5	EMPTY TRUCK WT.	24040	24040		24040	24040
	TEST WTS. ADDED	28000	28000		28000	28000
	TRUCK + WTS.	52040	52040		52040	52040

REMARKS: COULD NOT ADJUST TWENTY-POUND SECTION ERROR. SCALE HAS MODERATE BUILDUP OF MUD IN PIT AND SHOULD BE CLEANED.

Service Agent Signature	Service Agent Printed Name	Owner / Operator Signature	Owner / Operator Printed Name

White Copy – AR Bureau of Standards Yellow Copy – Device Location Pink Copy – Service Agency

EXAMPLE

asForm # 1822-S
Revised 07/12/04

ARKANSAS
BUREAU OF
STANDARDS

PLACED IN SERVICE REPORT

SCALES

4608 West 61st Street
Little Rock, AR 72209
Bureau@aspb.ar.gov
Phone (501) 570-1159
Fax (501) 562-7605

Newly Installed Device [X] Officially Rejected Device [ ]

Location Name: ARKANSAS BUREAU OF STANDARDS Phone: (501) 570-1159

Mailing Address: #1 NATURAL RESOURCES DR. LITTLE ROCK AR 72203
Street City State Zip

Location Address: 4608 W 61ST STREET LITTLE ROCK AR 72209
Street City State Zip

Class III Scales

Make: _____ Model: _____ Serial Number: _____

Capacity: _____ National Type Evaluation Program (NTEP) Certificate of Conformance Number: _____

Serial numbers of the same Make and Model may be recorded on the reverse side.

Class III/III L Scales (scale division is equal to or greater than 5 lb)

Indicating Element

Make: TOLEDO Model: IND-HR2400 Serial Number: HR96108

Marked Capacity: 120000 National Type Evaluation Program (NTEP) Certificate of Conformance Number: 96-108A1

Load-Receiving Element

Make: WEIGH-TRONIX Model: FCXT 1170 Serial Number: WI98040

Marked Capacity: 120000 National Type Evaluation Program (NTEP) Certificate of Conformance Number: 98-040A1

This Placed in Service Report, and if appropriate, the Scale Test Report must be mailed within 24 hours from the date of service, to the Arkansas Bureau of Standards by a representative of a Registered Service Agency for each device restored to service and for each newly installed device placed in service. If applicable, the rejection tag must accompany this report.
This is to certify that I have repaired and/or installed, and left as correct in accordance with the current version of the National Institute of Standards and Technology (NIST) Handbook 44, the device described above.

Service Agency: WEIGHRITE SCALE CO. Reg. No: S555

Service Agent Name: **PRINT TECHNICIAN NAME HERE** Date: 4.17.2013

Device Owner/Operator: _____

A copy of this Report MUST be maintained at the device location.

Remarks: _____

White Copy - AR Bureau of Standards **Yellow Copy - Device Location** **Pink Copy - Service Agency**

Form SA-1S
Revised 07/12/04

ARKANSAS
BUREAU OF
STANDARDS

EXAMPLE

4608 West 61st Street
Little Rock, AR 72209
Bureau@aspb.ar.gov
Phone (501) 570-1159
Fax (501) 562-7605

NON-COMPLIANCE REPORT
FOR REGISTERED SCALE SERVICE AGENCIES

Location Name: ARKANSAS BUREAU OF STANDARDS Phone: (501) 570-1159

Mailing Address: #1 NATURAL RESOURCES DR. LITTLE ROCK AR 72203
Street *City, State* *Zip*

Location Address: 4608 W 61ST STREET LITTLE ROCK AR 72209
Street *City, State* *Zip*

Type of Scale:			
Computing	X	**Make:** WEIGHRITE	**Model:** CX17
Bench/Counter	☐	**Serial No:** 89134523	**Capacity:** 30 lb.
Floor	☐	**National Type Evaluation Program (NTEP) Certificate of Conformance Number:** 04-001	
Hopper	☐		
Vehicle	☐	**Reasons for Non-Compliance:**	
Railway	☐	**1.** UR.3.4.1. – scale is not level	
Other	☐	**2.** S.1.8.3. – customer cannot view indication	
(Specify):		**3.**	

Remarks: Owner will notify of plans to correct the device, once approved by corporate.

Service Agency: WEIGHRITE SCALE CO. Registration No: S555

Service Agent Name: **PRINT TECHNICIAN NAME HERE** Date: 4.17.2013

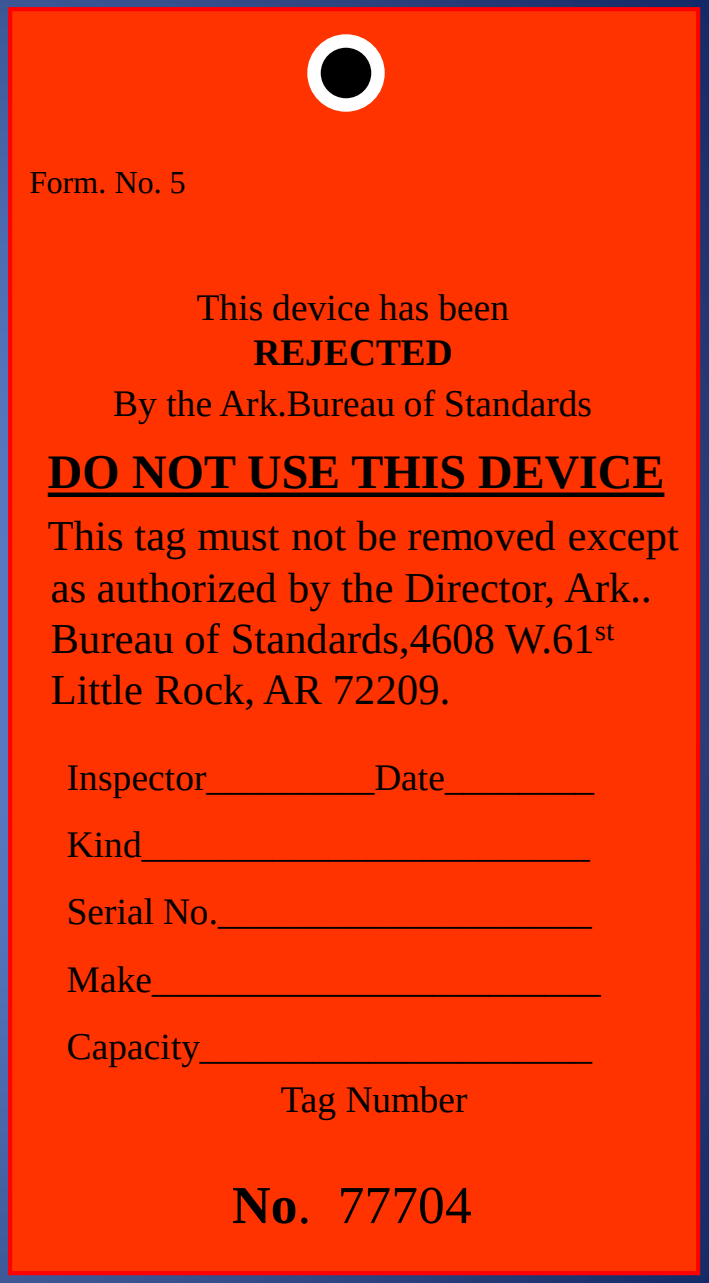
Device Owner/Operator: _____
PLEASE PRINT

Device Owner/Operator Signature: _____

White Copy – AR Bureau of Standards Blue Copy – Device Location Green Copy – Service Agency

Rejection Tag

- REMOVES THE DEVICE FROM SERVICE…
- WHEN THE DEVICE IS RESTORED TO SERVICE, A PROPERLY COMPLETED FORM 1822 “PLACED IN SERVICE REPORT” SHALL BE MAILED, FAXED OR EMAILED TO BUREAU WITHIN 24 HOURS.
- Email: Bureau@aspb.ar.gov



Form. No. 5

This device has been
REJECTED
By the Ark.Bureau of Standards

DO NOT USE THIS DEVICE

This tag must not be removed except as authorized by the Director, Ark.. Bureau of Standards,4608 W.61st Little Rock, AR 72209.

Inspector_____Date_____

Kind_____

Serial No._____

Make_____

Capacity_____

Tag Number

No. 77704

Incomplete Reports

- Mailing address
- Location address
- Service agencies information & correct registration number.
- Phone/Fax number
- CLC
- Number of Sections

Incorrect Reports

- Write clearly & print legibly.
- Make sure all forms are dated.
- Provide accurate serial numbers.
- Do not staple forms from different locations together.
- Do not staple different types of forms together.
- Reports with a revision date prior to 7/12/04 are not current.
- Copies of test reports. You must submit the original report.
- Correct & current name of location.

Mailing & Location Address

- The mailing address may be different than the location address.
- Must include the zip code for both.
- Must include the town or city for both.
- Referring to one address as the “SAME” as the other address is not acceptable. Often times the “SAME” address is left blank, leaving neither address provided.

SCALE MARKING REQUIREMENTS

- Capacity X division
- MAKE
- MODEL
- SERIAL NUMBER
- NTEP CC (IF APPLICABLE) Devices manufactured after January 1st, 2003, the CC must be on the nomenclature plate.

Improper Testing

- Test should be performed as prescribed in NIST Handbook's 112 and 44.
- Test should be performed in accordance to the prescribed Examination Procedure Outline as written in NIST Handbook 112.
- Do not test in calibration mode; this testing is obvious on reports and will be rejected.
- Service agencies are subject to fines and penalties if repeated offenses occur.

Adjustments or Calibrations

- Regulation for the Voluntary Registration of Servicepersons and Service Agencies
- **Section 7. Privileges and Responsibilities of a Voluntary Registrant**

  -The Registered Serviceperson or Service Agency is responsible for installing, repairing, and adjusting devices such that the devices are adjusted as closely as practicable to zero error.

Adjustments or Calibrations

- General Code (applies to all devices)
- **G-UR.4.3. Use of Adjustments:**

  -Whenever equipment is adjusted, the adjustments shall be so made as to bring performance errors to zero.

After adjustments

- Once you calibrate a scale you must retest the device as prescribed to verify adjustments affected the whole scale properly.

A Report is Rejected

- If the test results indicate possibility the devices were not tested in accordance with the applicable Examination Procedures Outline (EPO).
- Examination Procedure Outline as published in the most recent edition of the National Institute of Standards and Technology's (NIST) Handbook 112.

A Report is Rejected

- Every device identified as tested on the rejected report must be retested. A new OFFICIAL ANNUAL TEST REPORT must be submitted.
- **DO NOT CORRECT THE REJECTED REPORT AND RESUBMIT IT.**

Remarks

- Indicate in the REMARKS section of the report if contains more than one page (e.g. page 1 of 2, page 2 of 2). Attach pages together before mailing.

Decals

- Decals are to be used one time a calendar year.
- Apply current year decal only after testing and approving the device and removing **ALL** older decals.
- Do **NOT** place new decals over old ones.
- Decals shall be affixed as close as possible to the customer indications.

Seals

- Apply seals only if you calibrated the device.
- Seals must be properly affixed to prevent tampering with adjustments.
- THE BUREAU OF STANDARDS DOES NOT PROVIDE DECALS OR SEALS!

Seals & Decals

- If device has a place or requires a physical seal, affix one.
- Decals should be affixed closest to customer indications.
- Some Class II scales or computing scales the decal may be applied elsewhere.

When to perform an annual inspection

- Anytime a device is newly installed and placed into service.
- When hired to do so by the customer.
- Only one annual inspection per year.

FORM 1822

Placed In Service Report

When To Complete 1822

- When a device is restored to service after it is rejected (red rejection tag) by Bureau of Standards.
- When a device is newly installed at a location in the state.

Form SA-1S

- ***EQUIPMENT NON-COMPLIANCE REPORT FOR REGISTERED METER SERVICE COMPANIES***
- Anytime a device does not meet all applicable requirements in accordance with NIST Handbook 44 or ACT 587 and is not made to be correct upon inspection.

When To Complete SA-1S

- Anytime a device does not meet all applicable requirements in accordance with NIST Handbook 44 or ACT 587 and is not made to be correct upon inspection.

Considerations of SA-1S

- Owner should be given the opportunity to correct a non-compliant device.
- Owner should be advised of the consequences of the Non-Compliance Report.
- Agency does not have choice to file the Non-Compliance Report.

Summary

- NTEP
- REQUIRED TESTING
- SERVICEPERSONS REQUIREMENTS
- REJECTION TAGS
- OFFICIAL ANNUAL TEST REPORT
- PLACED IN SERVICE REPORT
- NON-COMPLIANCE REPORT
- PROPER TESTING AND CALIBRATIONS
- SEALS & DECALS

ARKANSAS
BUREAU OF
STANDARDS

Tom Pugh
Director

4608 W.61st
Little Rock, AR 72209
BUREAU@ASPB.AR.GOV
Phone (501)-570-1159
Fax (501)-562-7605

SCALE SERVICE TECHNICIAN

OBLIGATION AGREEMENT

I, _____, have viewed the scale service training provided by the Bureau of Standards on the agency website on (date) _____.

By signing this form I affirm that I fully understand the contents and will adhere to the regulations stated therein. I understand my actions in scale commerce and my reporting to the Bureau of Standards will be monitored.

This form will remain on file at the Bureau of Standards for purposes relating to my registration.

_____

Signature **Date**

_____

Company Affiliation **Registration Number**

Fax this agreement to 501.562.7605, attention Tim Chesser

or email to Tim.Chesser@aspb.ar.gov