

DEPARTMENT OF FOOD AND AGRICULTURE



Division of Measurement Standards
8500 Fruitridge Road
Sacramento, CA 95826

DMS NOTICE
W - 03 - 1

July 28, 2003

Discard: Retain

TO WEIGHTS AND MEASURES OFFICIALS

SUBJECT: Weighmaster Certificate Format

DMS Notice W-02-3 was issued on June 26, 2002 to address the question of what constitutes a weighmaster certificate and when a document becomes a weighmaster certificate. The Department's Legal Office provided us their opinion that a weighmaster certificate form is whatever the Department determines is a reasonable means of ensuring that all of the information required by the Business and Professions Code, related to the issuance of weighmaster certificates, is included. Since that time questions relating to computer generated certificates have been raised.

Based on the opinion from the Department's Legal Office, the Division has determined the following as the means for enforcing weighmaster certificate format.

Prior to issuance, certificate forms, whether intended for completion by computer or completion by hand and unless generated from a blank piece of paper, must contain at a minimum, the following:

- The weighmaster legend,
- The printed principal weighmaster name as it appears on the license **and**
- A consecutive number

Certificate forms generated on a computer must contain at a minimum, the following:

- The weighmaster legend,
- The principal weighmaster name as it appears on the license **and**
- A computer assigned consecutive number or a preprinted consecutive number (Handwritten numbers will **not** be permitted for traceability of voided and duplicate certificate reasons).

Additionally, for any singularly computer generated certificate, only one printing shall be considered an original. Any subsequent printing(s) shall be identified as copies, duplicates, or reprints and contain descriptive language to that effect.

DMS Notice W - 03 - 1
Weighmaster Certificate Format
July 28, 2003
Page 2

At the time of issuance, all other necessary and required information, as applicable to the type(s) of transaction(s) being conducted by the business, must be included on all certificates pursuant to the Business and Professions Code, Chapter 7, Sections 12714, 12714.5 and 12715.

Any form that contains information such that it could be reasonably mistaken for a weighmaster certificate is considered a weighmaster certificate.

Questions regarding weighmaster certificate format should be directed to David Lazier, Branch Chief, at (916) 229-3044.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Cleary". The signature is stylized with a long horizontal stroke and a large, looped flourish at the end.

Mike Cleary
Director
(916) 229-3000