

U.S. DEPARTMENT OF AGRICULTURE GRAIN INSPECTION, PACKERS AND STOCKYARDS ADMINISTRATION FEDERAL GRAIN INSPECTION SERVICE FIELD MANAGEMENT DIVISION SCALE TEST REPORT - VEHICLE				LAST DATE TESTED	TEST DATE	PAGE _____ OF _____		
				TEST NO.		MANUFACTURER	MODEL OF SCALE	SCALE CODE NO.
TESTING AGENCY (INSPECTOR'S NAME, ADDRESS) INSPECTOR TELEPHONE FIELD OFFICE LOCATION				SCALE CAPACITY	MINIMUM DIVISION	SERIAL NO.		
				PLATFORM SIZE	CLC	SCALE NO.		
SCALE OWNER				TEST WEIGHT INFORMATION				
SCALE LOCATION (ADDRESS)				TEST WEIGHT OWNER		TYPE AND MFG.		
				TOTAL WEIGHT		LAST REVERIFICATION DATE		
TEST RESULTS								
SENSITIVITY ZERO CAP.		DISCRIMINATION ZERO CAP.		SCALE CONDITION AS FOUND		ZERO BALANCE AS FOUND		
SHIFT TEST DIRECTION	BAL.	SEC. 1	SEC. 2	SEC. 3	SEC. 4	SEC. 5	SEC. 6	BAL.
SECTION TEST								
INCREASING LOAD TEST				STRAIN LOAD TEST				
LOAD	TEST WEIGHT	WEIGHT INDICATION	ERROR WEIGHT	ERROR	FACTORS		TEST NO. 1	TEST NO. 2
					EMPTY TRUCK WEIGHT			
					TEST WEIGHT ADDED			
					TRUCK AND WEIGHT INDICATION			
					ERROR ON WEIGHT ADDED			
					CONDITION OF PIT			
					CONDITION OF APPROACHES			
					CONDITION OF PLATFORM			
					KIND OF DRAINAGE			
					RECORD BALANCE CHANGE		lb	
THE ERRORS IN THIS SCALE AS INDICATED ABOVE <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT WITHIN THE ACCURACY REQUIREMENT PRESCRIBED BY THE FEDERAL GRAIN INSPECTION SERVICE								
REPAIRS, ADJUSTMENTS, MODIFICATIONS OR RECOMMENDATIONS MADE AT THIS TIME: _____ Return completed form to the above Field Office.								
NEXT TEST IN: <input type="checkbox"/> 30 DAYS <input type="checkbox"/> 45 DAYS <input type="checkbox"/> 60 DAYS <input type="checkbox"/> 90 DAYS <input type="checkbox"/> 180 DAYS								
APPLICABLE TOLERANCE ("x" one) <input type="checkbox"/> ACCEPTANCE <input type="checkbox"/> MAINTENANCE				APPROVAL SEAL APPLIED BY _____		DATE: _____	REJECTION TAG NO. _____	
RECEIPT OF REPORT ACKNOWLEDGED (Signature) _____				FGIS WITNESS (Signature) _____				
FORM FGIS-965-2 10/02 Edition dated (12/84) may be used. Expires January 2015		FORM APPROVED OMB NO. 0580-0013: According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0580-0013. The time required to complete this information collection is estimated to average 2 hours per response and 1 minute of recordkeeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.						

U.S. DEPARTMENT OF AGRICULTURE GRAIN INSPECTION, PACKERS AND STOCKYARDS ADMINISTRATION FEDERAL GRAIN INSPECTION SERVICE FIELD MANAGEMENT DIVISION				LAST DATE TESTED 5	TEST DATE 6	PAGE _____ OF _____ TEST NO. 7
SCALE TEST REPORT - VEHICLE				MANUFACTURER 8	MODEL OF SCALE 9	SCALE CODE NO. 10
TESTING AGENCY (INSPECTOR'S NAME, ADDRESS) 1				SCALE CAPACITY 11	MINIMUM DIVISION 12	SERIAL NO. 13
INSPECTOR TELEPHONE				PLATFORM SIZE 17	CLC 16	SCALE NO. 15
FIELD OFFICE LOCATION 2 3				SCALE TYPE <input type="checkbox"/> FULL ELEC. <input type="checkbox"/> ELEC. DIAL <input type="checkbox"/> LEVER TR. <input type="checkbox"/> MECH. DIAL 14	LOAD CELL CAPAC. 19	
SCALE OWNER 4				TEST WEIGHT INFORMATION		
SCALE LOCATION (ADDRESS) 4				TEST WEIGHT OWNER 22	TYPE AND MFG. 21	
				TOTAL WEIGHT 23	LAST REVERIFICATION DATE 24	
TEST RESULTS						
SENSITIVITY ZERO CAP. 27		DISCRIMINATION ZERO CAP. 28		SCALE CONDITION AS FOUND 29		ZERO BALANCE AS FOUND 30
SHIFT TEST DIRECTION	BAL.	SEC. 1	SEC. 2	SEC. 3	SEC. 4	SEC. 5
SECTION TEST						
INCREASING LOAD TEST				STRAIN LOAD TEST		
LOAD	TEST WEIGHT	WEIGHT INDICATION	ERROR WEIGHT	ERROR	FACTORS	TEST NO. 1
					EMPTY TRUCK WEIGHT	
					TEST WEIGHT ADDED	
					TRUCK AND WEIGHT INDICATION	
					ERROR ON WEIGHT ADDED	
					CONDITION OF PIT	
					CONDITION OF APPROACHES 41	
					CONDITION OF PLATFORM	
					KIND OF DRAINAGE	
					RECORD BALANCE CHANGE	lb
THE ERRORS IN THIS SCALE AS INDICATED ABOVE <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT WITHIN THE ACCURACY REQUIREMENTS						
PRESCRIBED BY THE FEDERAL GRAIN INSPECTION SERVICE						
REPAIRS, ADJUSTMENTS, MODIFICATIONS OR RECOMMENDATIONS MADE AT THIS TIME: 32						
Return completed form to the above Field Office						
NEXT TEST IN: <input type="checkbox"/> 30 DAYS <input type="checkbox"/> 45 DAYS <input type="checkbox"/> 60 DAYS 33 <input type="checkbox"/> 90 DAYS <input type="checkbox"/> 180 DAYS						
APPLICABLE TOLERANCE (% one) <input type="checkbox"/> ACCEPTANCE <input type="checkbox"/> MAINTENANCE 34				APPROVAL SEAL APPLIED BY 35		DATE: 36
RECEIPT OF REPORT ACKNOWLEDGED (Signature) 38				FGIS WITNESS (Signature) 39		
REJECTION TAG NO. 37						
FORM FGIS-965-2 10/02 Edition dated (12/84) may be used.						
FORM APPROVED OMB NO. 0580-0013: According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0580-0013. The time required to complete this information collection is estimated to average 2 hours per response and 1 minute of recordkeeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.						

Instructions for Completing Scale Test Reports

- 1 Testing Agency. The name of the organization, name of the person testing, address, and telephone number.
- 2 Field Office Location. The city and state of the field office which has jurisdiction for the scale being tested.
- 3 Scale Owner. Facility name and designation; i.e., Mid-South Grain, House A.
- 4 Scale Location. The street address of the elevator.
- 5 Last Date Tested. Date of the last test.
- 6 Test Date. The month, day, and year of the test.
- 7 Test No. Inspector's assigned serial number, plus consecutive test number for the fiscal year. Cary Brown's assigned serial (which is 1000), the first test of FY 2004, would be: "1001-04", the second would "1002-04", and so forth. In order of testing, regardless whether a hopper, vehicle, or railway track scale test.
- 8 Manufacturer. The name of the company, corporation, person, etc., who manufactured the indicating element.
- 9 Model of scale. The model name, number, or designation which has been assigned by the manufacturer.
- 10 Scale Code No. The code number of the scale which was assigned by the FGIS Policies and Procedures Branch for use in the ADP Scale Test Monitoring System.
- 11 Scale Capacity. The maximum gross load that can be accepted for official weight certification as determined by an official scale inspector.
- 12 Minimum Division. The value of the smallest unit that can be indicated on the primary indicating element during normal weighing.
- 13 Serial No. The nonrepetitive number which was assigned by the manufacturer and affixed to the indicating element or beam.
- 14 Scale Type. Check the appropriate box to indicate whether the scale is full electronic, levertronic, a full capacity beam (FCB) mechanical scale, or a counterpoise (CPB) mechanical scale.
- 15 Scale No. The number assigned to the scale by the owner which usually includes S and/ or R designations to differentiate between shipping and receiving.
- 16 Sectional Capacity. The maximum gross load that can be applied to any one section of the scale without causing structural deflections affecting the accuracy of the scale.
- 17 Platform Size. The length and width of the vehicle scale platform.
- 18 Scale Length. The length of the live track on a railroad track scale.
- 19 Load Cell Capacity. The manufacturer's rated capacity of one of the load cells in the scale system.
- 20 Sectional Test Load. The maximum amount of test standards applied to any one section of a railroad track or vehicle scale.
- 21 Type and Mfg. For vehicle and hopper scales indicate the type of test weights; i.e., fab, basket, cast, etc., and the manufacturer. For railroad track scales check the appropriate box.
- 22 Test Weight Owner. Indicate the test weight owner.
- 23 Total Weight. The total amount of the test weights combined.
- 24 Last Reverification Date. Indicate the month and year of the latest test weight reverification.
- 25 I.D. No. The identification of the test car.
- 26 Number of Weights. The total number of individual weights.
- 27 Sensitivity. The results of the sensitivity check in number of divisions at zero and at capacity.
- 28 Discrimination. The results of the discrimination check in number of divisions at ZERO and at CAPACITY.

- 29 Scale Condition as Found. Indicate the condition of the scale as found. (i.e., water in pit, dirty platform, etc.)
- 30 Zero Balance as Found. The weight indication on the primary indicating element with no load on the load receiving element at the time of starting the official inspection and test.
- 31 Results. Check appropriate box; ARE-for scales that are within tolerance or have been adjusted to be within tolerance, ARE NOT-for a scale that cannot be used for official weight certification because it cannot be adjusted or fixed and is consequently REJECTED.
- 32 Remarks. Indicate any repairs, adjustments, modifications, or recommendations. (i.e., scale serviced before test, load cell #2 replaced, A/D converter replaced.)
- 33 Next Test In. Check the appropriate box to indicate approximately when the next test is due.
- 34 Applicable Tolerance. ("X" one.) Indicate which tolerance is to be applied.
- 35 Approval Seal Applied. Indicate the name of the inspector who applied the FGIS Approved Label for Inspected Machinery. If the person is the same as the FGIS witness, just initial.
- 36 Date. Indicate the date of approval.
- 37 Rejection Tag No. Indicate the number of the rejection tag, if applicable.
- 38 Receipt of Report Acknowledged. Signature of the scale owner's representative.
- 39 FGIS Witness. FGIS or delegated official who observed the testing and approval of the scale.
- 40 Test Procedures. See test procedures for vehicle scales in Chapter 3 of the FGIS Weighing Handbook.
- 41 Pretest Inspection. [Make appropriate comments for listed scale conditions for vehicle and railroad track scales \(No pretest inspection area \(41](#)

Distribution of Scale Test Reports

"Scale Test Reports" are marked for distribution in the lower right-hand corner of each copy. They shall be distributed as follows:

- 1 Original (white) shall be retained in a separate file at the office (FGIS or State) to which the responsibility for the scale is assigned. The hard copy printed record of the test indications shall be attached to the original.
- 2 First Copy (blue) shall be given or sent to the owner/operator of the scale for their information and records.
- 3 Second Copy (green) shall be sent to the FGIS, Policies and Procedures Branch by the FGIS scale specialist responsible for the scale.
- 4 Third Copy (pink) shall be sent to the FGIS field office, which is responsible for the area in which the scale is located.
- 5 Fourth Copy (yellow) is an extra copy available for an interested party (e.g., State Weights and Measures supervisor or scale service company).

Questions Concerning This Form?

USDA, GIPSA
Field Management Division
Policy and Procedures Branch
1400 Independence Ave. Rm. 2409 N
Washington, DC 20250-3630

Telephone: (202) 690-0961

Fax questions: to (202) 720-1015

Email questions: to william.e.bates@usda.gov

