

Inspection and Test Status

Procedures

General

The inspection and test status of all units processed by Pacific Industrial Scale Co. Ltd. is maintained primarily by the use of a system of tags attached on the units. Additionally, once the units have been calibrated, and the calibration accepted, a tamper-proof calibration sticker is affixed to each unit.

In Process Status

The in process status of units awaiting repair and new units awaiting calibration, is determined by use of a Status tag(See PISCL Form #8). The use of these tags allows the status of the unit to be ascertained quickly and effectively. The system is begun as shipments enter the premises and incoming inspection has been completed and is continued through to the final shipping to the customer. At the conclusion of the function it is the responsibility of the personnel who performed the function to complete that section of the tag. The personnel shipping the unit are responsible for the final removal of the tag.

Seals/Verification Stickers/Inspection Markings

After certification procedures have been completed, a tamper-proof calibration sticker is affixed to each point on the unit that allows access to the calibration mechanism. This is accomplished by the use of either wire fed through special screws on the unit with a lead seal attached or by the use of a sticker that will be destroyed by removal of the access plate. The seals and stickers are distinctive to Pacific Industrial Scale and meet Measurement Canada requirements. See Display. After initial/subsequent inspections procedures are completed and if successful, the serial decal (if a metal version does not exist), is mounted and distinctive initial inspection (if required) and verification stickers are applied, all in a conspicuous location.

Verification stickers, initial inspection marking stickers, and the sealing tools used to install the lead seals are kept secure and properly accounted for by the Management Representative and technician delegated by the Management Representative to receive them. The accounting of the verification stickers, initial inspection marking stickers, paper seals and lead sealing tools is accomplished by the use of Reconciliation forms. See PISCL Forms #11, #12, #13, #14, #15, #16 & #17. As the seals and stickers are used, spoiled, or returned to the Management Representative, the respective numbers are entered on the form.

The Management Representative shall issue sealing tools and dies to recognized technicians and note it on PISCL Form # 18,

Any outdated pre-printed stickers will be destroyed by the Management Representative. Pacific Industrial Scale Co. Ltd.'s official stickers and indicators shall be as per schedule "C" of Pacific Industrial Scale Co. Ltd.'s accreditation agreement with Measurement Canada.

Pacific Industrial Scale Co. Ltd. Stickers



Unit Labeling

After calibration and/or initial/subsequent inspection of a unit, a number of labeling options are available, depending on the legal status of the unit, the inspection tests performed, and the end use. The following sections show the labeling required under various circumstances.

Legal for Trade Units

These are units that are approved for trade and have met the requirements of the Weights and Measures Act. After calibration by Pacific Industrial Scale Co. Ltd. is complete, new units have a sticker attached if the manufacturer has not already mounted their own version. This sticker, or set of stickers, shows important information regarding the unit such as manufacturer, model, serial number, approval number, and range. If the unit is comprised of an indicator and a base a decal is attached to each portion. If the unit is being re-verified, the technician ensures that the serial plate or serial decal is attached, and, if lost, replaces using a new decal. If the inspection completed is an initial inspection, the technician attaches an initial inspection sticker. See stickers displayed above or PISCL Form #31.

A verification sticker is attached after having the inspection date indicated by punching the correct year/month combination. This and the tamper-proof seals, indicate the device is approved and correctly configured to be used in trade.

Not For Use in Trade

These are units that are approved for trade but the customer has chosen not to be initially or subsequently inspected for use in trade. In this case the unit is calibrated but the Weights and Measures requirements are not tested. After calibration is complete, new units have a sticker attached. This decal, or set of decals, shows important information regarding the unit such as manufacturer, model, serial number, approval number, and range. If the unit is comprised of an indicator and a base then a plate is attached to each portion.

Not Legal for Trade Units

These are units that are not approved for trade and are simply being calibrated for accuracy purposes. In this case the unit is calibrated but the Weights and Measures requirements are not tested.

