

DIRECTORATE OF LEGAL METROLOGY
FOOD SUPPLIES AND CONSUMER WELFARE DEPARTMENT
GOVERNMENT OF ORISSA

No. 585 / Dated Bhubaneswar 16.02.2010

C I R C U L A R

License for manufacturing, repairing and dealership is given under Section 19 of the Standards of Weights and Measures (Enforcement) Act, 1985.

In order to streamline granting of new licences and renewal of existing licences for repairing Weights, Measures, Weighing & Measuring Instruments and the process of repairing under the above Act, a Technical Committee was constituted and after careful consideration of the report submitted by the Committee, a guideline was framed for bringing Transparency, Accountability and Efficiency in the whole process and a Circular bearing No. 4681, dt. 30.12.2009 was issued and made enforceable w.e.from 01.01.2010.

After issue of the Circular, a number of representations were received from different quarters involved in the process. A workshop of the licenced repairers, manufacturers and dealers was also held. After careful consideration of all the representations and feedback received in the workshop, in partial modification to the Circular issued earlier the following guidelines are issued.

Guidelines for New Repairing Licence:

- i) One repairer for every 2500 traders in an Inspectorial Unit and one more for part thereof.
- ii) The application for new repairing license should be forwarded by the Senior Inspector/Inspector L.M. with due recommendation incorporating the number of traders, area of coverage and number of existing repairers in the Inspectorial Unit and other relevant details. The Assistant Controllers will forward the same with their specific recommendation to the Controller.
- iii) The Assistant Controller while recommending the proposal should take into account, personal skill, capability etc. of the applicant and recommend the same to the Controller in the form of a report.

- (iv) Priority will be given to I.T.I. Certificate holders having either electronics, electrician, fitter or mechanics as one of the trade, subject to fulfillment of all other conditions mentioned in the Acts, Rules and this Circular.
- v) Time line for disposal of application for new repairing license:-
Inspector Level: Within One month from the receipt of the application.
Asst. Controller Level: Within 15 days from receipt of recommendation of the Inspector.
Controller Level: Within 15 days from receipt of recommendation of Assistant Controller
- vi) Existing repairers shall function as such, subject to condition that they should abide by the existing provisions including submission of monthly returns etc. and stipulations of this circular. Since the area of operation has been extended to all over the State, those repairers who will undertake inter-zone repairing will submit monthly returns to the Controller L.M. with copies to concerned Asst. Controller L.M.s. Non-submission of monthly returns for three consecutive months will automatically result in suspension of the license.
- vii) Old licensed repairers of conventional (mechanical type) Weighing Machines intending to take up repairing of Electronic Weighing Machines who do not possess minimum requisite qualification i.e. I.T.I. Certificate has to undergo himself/herself a special training programme to be arranged by the Directorate of Legal Metrology on payment of requisite fees and obtain a certificate to that effect within a maximum period of 1(one) year from the date of issue of this Circular or authorize a person having requisite qualification to undergo above training programme on behalf of the licensee in which case all the above terms and conditions are also applicable to the authorized person.
- viii) Those licenced repairers of Electronic Weighing Machines who do not possess minimum requisite qualification i.e. I.T.I. Certificate has either to undergo a special training programme to be arranged by the Directorate of Legal Metrology on payment of requisite fees and obtain a certificate to that effect within a maximum period of 1(one) year from the date of issue of this Circular or authorize a person having requisite qualification to undergo above training

programme on behalf of the licensee in which case all the above terms and conditions are also applicable to the authorized person, failing which the license issued in his/her favour will stand automatically withdrawn/suspended.

However, those licenced repairers of Electronic Weighing Machines who are holding uninterrupted repairing licence for last 8(eight) years, i.e. upto 1.1.2010 need not undergo the special training programme themselves or their authorized persons. But either the licensee or his authorized person has to undergo a condensed course of short duration to be arranged by the Directorate of Legal Metrology on payment of requisite fee as prescribed.

- (ix) New applicants intending to obtain license for repairing Electronic Weighing and Measuring Instruments who do not possess minimum requisite qualification i.e. I.T.I. Certificate should invariably furnish completion Certificate of the special training programme to be arranged by the Directorate of Legal Metrology on payment of requisite fees within 6(six) months from issue of such licence.
- x) The licenced repairers should possess the equipments mentioned in this Circular and which forms a part of this Circular. The Senior Inspectors/Inspectors L.M. before recommending proposals for new licence/renewal of licence should specifically certify that the applicant possess these equipments and should have a working space of minimum 3m X 4m in size.

If at any time during/after issue of the licence, it is observed that the declaration made above is not in commensurate with the actual field position, the licence will stand suspended and action as deemed proper will be initiated against the official who had initiated the proposal and recommended the same.

- xi) The licence for repairing of Weights, Measures, Weighing & Measuring Instruments will include all the items specified in the following Schedules and no further additions/alterations are necessary.

Items under Schedule V (all type of weights), Schedule VI (all type capacity measures and length measures), Schedule VII -Heading A (All type of weighing instruments), Schedule VII -Heading B (all

type of non-automatic weighing instruments), Schedule VII - Heading C (all type of automatic weighing instruments), Schedule VII -Heading D (automatic Rail Weighbridge), Schedule VII - Heading E (all type of automatic gravimetric filling instruments), Schedule VIII -Part I, III, IV, V (measuring instruments), Schedule VIII Part LX (Taximeters), Schedule IX -Part-I & II (Tank Lorry and Vertical Oil Storage Tank) as specified in the Standards of Weights and Measures (General) Rules, 1987.

However, at the time of issue of the licence, it will be clearly mentioned whether the items belong to Mechanical Type or Electronics Type or Both.

- xii) In supersession of earlier Orders if any, Area of operation for all the valid repairing license holders will be all over the State of Orissa from the date of issue of this Circular. No specific Orders need to be made for this purpose.
- xiii) In supersession of earlier Orders if any, the licenced repairers will be allowed to take up repairing of all the Weighing Instruments irrespective of brands for the category of articles they are allowed to repair as per the licence.
- xiv) In case of special type of Weighing and Measuring Instruments like Dispensing Pumps, Automatic Weighing Instruments, Storage Tanks etc. Priority will be given to the Manufacturing Companies and to the Authorized Franchisee of that Company provided he/she furnishes a Technical Competency Certificate from the concerned Manufacturing Company.
- xv) Application formats will be available in the Directorate Website. Receiving online application will be resorted to which will help in getting updated status of the application

Guidelines for Renewal of Repairing Licence:

The renewal of repairing licences will be done as per Rule 12(2) of the Orissa Standards of Weights and Measures (Enforcement) Rules, 1993 viz. 'Every manufacturer or repairer of or dealer in weight or measure shall make an application for the renewal of a licence 45 days before the expiry of validity of the licence to the Controller in the appropriate form set out in Schedule V-A'. This must be completed by end of February of the current year and all the formalities regarding the renewal should be over including final issuance of the licence to the applicant. In case of applicants who have failed to apply in time

16

52

renewal can only be taken up by the Competent Authority after due consideration for the reason of delay by the Controller and will be as per Rule 12(5) of the above Rules. List of all such renewed licenses should reach the Directorate by end of March. The database in the website shall contain details of valid licensees.

Streamlining the process of repairing:

For getting Weights, Measures & Weighing or Measuring Instruments verified through a licensed repairer, the following charges are to be paid. The charges to be broadly divided into four categories and to be clearly mentioned.

- a) Labour charges including handling and testing (compulsory)
- b) Calibration charges (optional)
- c) Cost of materials (optional)
- d) Spare parts (optional)

The user/trader has to accept the terms/conditions/charges on the body of the receipt of the repairer. The verification process must be completed within maximum 7(seven) clear working days from receiving of the instruments. In case the verification could not be completed within such period as mentioned above, the concerned Assistant Controller L.M. will make necessary arrangement by authorizing the Senior Inspector/Inspector of adjacent units to attend to such work and the verification process should be completed within 10(ten) clear working days from the date of submission of the Weighing and Measuring Instruments.

Once the repairer repairs the Weights, Measures & Weighing or Measuring Instruments, he should ensure the Verification and Stamping of the said before handing over to the user or putting it into actual use.

Maximum charges of different categories of Weighing & Measuring Instruments are as follows.

				<u>Maximum Charges</u>	
				<u>Fixed</u>	<u>Cost of</u>
				<u>Charges</u>	<u>Material</u>
					<u>(optional)</u>
1.Weights:	a)	Bullion	20kg to 1kg	: 15.00	10.00
			500g to 20g	: 10.00	5.00
			10g to 1g	: 2.00	Nil
			500mg to 1mg	: 1.00	Nil
	b)	Brass Wts.	1kg	: 5.00	5.00

15

57

6

	500g to 20g	:	2.00	5.00
	10g to 1g	:	1.00	Nil
c)	Sheet Metal 500mg to 1mg	:	1.00	Nil
d)	Iron & Steel 50 kg & 20kg	:	10.00	20.00
	10kg & 5kg	:	10.00	15.00
	2kg & 1kg	:	5.00	5.00
	500g to 50g	:	2.00	2.00
2.Capacity Measures	a) 20l to 5l	:	10.00	Nil
	2l & 1l	:	5.00	Nil
	500ml to 20ml	:	2.00	Nil
3.Length Measure	2m to 0.5m	:	5.00	5.00
4.Beam Scale "A" & "B"	200kg	:	200.00	
	100kg	:	150.00	
	50kg & 20kg:		120.00	
	10kg	:	100.00	
	5 kg & 2kg	:	80.00	
	1kg & below:		50.00	
5.Beam Scale "C" & "D"	1000kg	:	100.00	150.00
	500kg	:	100.00	100.00
	300kg	:	100.00	100.00
	200kg	:	50.00	70.00
	100kg	:	50.00	60.00
	50kg	:	15.00	55.00
	20kg	:	15.00	40.00
	10kg	:	15.00	25.00
	5 kg	:	10.00	20.00
	2kg	:	10.00	8.00
	1kg	:	10.00	8.00
	500g & below:		5.00	10.00
6.Non-Automatic Weighing Inst. (Special & High Accuracy type)	50T and above:		500.00	300.00
	10T to 50T	:	400.00	300.00
	1T to 10T	:	300.00	200.00
	50kg to 1T	:	300.00	150.00
	10kg to 50kg:		250.00	150.00
	Below 10kg	:	200.00	150.00
7.Non-Automatic Weighing Inst. (Ordinary & Medium Accuracy type)	15T and above:	As per high accuracy type		
	2T to 15T	:	700.00	300.00
	500 kg to 2T:		350.00	150.00

C. 40

18

7

25kg to 500kg	:250.00	100.00
1kg to 25kg	:200.00	100.00
Below 1kg	:200.00	50.00

For Sr. No. 6 & 7 cost of spare parts will be chargeable and extra.

This arrangement will come into force immediately.

S. N. Mohanty
16/2/2010

Controller Legal Metrology, Orissa

N.B. : The term I.T.I Certificate mentioned in this Circular will mean that any one possessing I.T.I. Certificate in electronics/electrician/fitter/mechanic trade.

LIST OF EQUIPMENTS REQUIRED TO BE MAINTAINED IN THE WORKSHOP OF

- (A) Repairer of Weights, Beam Scale of Class B, C & D, Length Measure, Counter Scale, Spring Balance.
1. C.I. Weights: 50 Kg to 50g – Two sets
 2. B.C. Weights: 1 Kg to 1g – Two sets
 3. Beam Scale – Class 'C' : 100 Kg – One No.
5 Kg – One No.
1 Kg – One No.
 4. Beam Scale – Class 'B' : 1 Kg – One No
 5. Conical Capacity Measure – 10 l to 100ml (Conical) – One set
(applicable for repairing conical measures)
 6. Cylindrical Capacity Measure – (Pouring Type/ Dipping Type)
: 1l to 20ml – One set
(applicable for repairing capacity measures)
 7. Length Measure: Non-flexible – 1 m – One No.
0.5 m – One No.
(applicable for repairing length measures)
 8. Bullion Weights and Scale :
 - a) Brass Bullion Weight : 1 Kg to 50mg – One set
 - b) Beam Scale 200g Class 'B'

9. General:

- i) Anvil
- ii) Blow Lamp
- iii) Bench-Vice
- iv) Combination Cutting Plier – One
- v) Circular Punch – One set
- vi) Rectangular Punch – One set
- vii) Hammer of diff. sizes – 5 Nos.
- viii) Paints, Brushes and Lead etc.
- ix) Beam Scale Stand – Two Nos.
- x) Files of diff. sizes – Six Nos.
- xi) Wire Brush
- xii) Cleaning Agent
- xiii) Big tray/ Container
- xiv) Screw Driver
- xv) Wire Cutter
- xvi) Slide Calipers
- xvii) Screw Gauge
- xviii) Ladle
- xix) Stamping Block for Capacity Measures
- xx) Chisels – One set of diff. sizes
- xxi) Hair Brush
- xxii) Sly Wrench
- xxiii) Skilled Workers

(B) Repairer of Portable Weighing Instruments (Mechanical)

1. Spanner
2. Wrench of different sizes
3. Screw driver of different sizes
4. Files of different sizes – Six Nos.
5. Fine tools and Tool box
6. Circular punches of required sizes
7. Rectangular punches
8. Paints, Brush and Lead etc.
9. Hammer
10. Necessary Spare Parts
11. Test Weights: One tenth of the capacity of the weighing machine or One tonne, which ever is less
12. Technical Person

(C) Repairer of Portable Weighing Instruments (Electronic)

1. Multimeter (7 1/2 digit)
2. Soldering Iron
3. De-soldering Pump
4. Test Probe
5. SMPS (Switched Mode Power Supply)

6. Screw driver
7. Tester
8. Fine tools and Tool box
9. Circular Punch
10. Paint and Brush
11. Wire Cutter
12. Tweezers
13. Battery Backup (UPS/ Rechargeable Battery Pack)
14. Work Bench with anti static facility
15. Test Weight as per requirement
16. Clean environment (A.C. Room with minimum 20 c)
17. Technical Person
18. Can be able to procure genuine spare parts for the make of the machine for which the licence is applied for/ renewed for.

(D) Repairer of Dormant type Platform Weighing Machine (Mechanical)

1. Spanner
2. Wrench of diff. sizes
3. Screw drivers of diff. sizes
4. Files of diff. sizes – Six Nos.
5. Fine tools and Tool box
6. Circular Punches of required sizes
7. Rectangular Punches
8. Paints, Brush and Lead etc.
9. Hammer
10. Screw Jack and Jack Rod
11. Crobal - Medium size
12. Pipe Wrench
13. Spirit level
14. Portable Welding Machine/ Gas Cutter
15. Necessary Spare parts
16. Test Weights: One tenth of the capacity of the weighing machine or One tonne, which ever is less
17. Technical Person

(E) Repairer of Dormant Type Weighbridge (Electronic)

1. For in-motion type: Same as electronic weighing machine
2. For Static type: Same as electronic weighing machine
3. Test Weight: One tenth of the machine capacity or One tonne, which ever is less.

(F) Repairer of Dispensing Pump

1. 5l Conical Test Measure

19

237

10

2. 10l Conical Test Measure
3. Twisted wire and square lead seal
4. Plier
5. Spanner set
6. Screw set
7. Necessary fine tools and tool box
8. Technical Person
9. Required spare parts (belonging to the same make of the dispensing pump)

(G) Repairer/ Calibrator of Vehicle Tanks

1. Proving Measure – 1000l (one)
100l (one)
2. Check Measure (conical) -- 20l (one)
(brass/steel) -- 10l
3. Conical Measure -- 5l to 100ml (one set)
4. Tape Measure --- 5m & 3m (steel)
5. Pipe Wrench
6. Ring Spanner -- One set
7. Tyre Pressure Gauge
8. Flexible Hose Pipe
9. Twisted Wire and Lead Seal
10. Try Square and Scriber
11. Chisel
12. Hammer -- One set
13. Alphabet Punch -- One set
14. Numerical Punch – One set
15. Water Pump
16. Paint and Paint brush
17. Welding machine/ Gas cutter/ Welding Rod (Loan)
18. Thermometer
19. Slide calipers
20. Testing medium finding paste
21. Rectangular Aluminum Rod to be used as Dip Rod
- 22.

Infrastructure

1. Levelled Platform
2. Testing Medium
3. Spare Parts as required

(H) Repairer/ Calibrator of Storage Tanks

1. Flow meter
2. Capacity measure – 20l to 1l (One set)
3. Dip tape

4. Steel tape
5. Spring balance
6. Loops and Cords
7. Rope, Hooks
8. Safety Belt
9. Ladder
10. Steel rule
11. Spirit level
12. Awl and Scriber
13. Marking Crayon
14. Record Paper
15. Plumb line
16. Dumpy level
17. Screw Gauge
18. Step Over
19. Electronic thickness measuring instrument (Ultrasonic ray device)

(I) Repairer of Flow meters

1. Proving Tank
(at least for accommodating highest capacity of flow meter per minute flow rate)
2. Wrench
3. Adjustable Spanner
4. Screw driver set
5. Nose pliers
6. Circuit pliers
7. Pin punch
8. Align Key
9. Filler Gauge
10. Flat file
11. Jewellery file (set)
12. Teflon Hammer
13. Multimeter, Solder gun & tester for electronic flow meter
14. Equipments as mentioned for repairing dispensing pumps.
- 15.

(J) Repairer of Belt Conveyer

1. Measuring tape
2. General tools in a tool box
3. Test Chain (Loan)

For Electronic Belt Conveyer

1. Test Weight
2. Equipment as required for electronic weighing machine

(K) Repairer of Auto Rickshaw/ Taxi Meter

24

12

35

1. Taxi Meter test bench
2. Stop Watch
3. Screw driver set
4. Spanner set
5. Fifth Wheel mechanism
6. Tachometer
7. Tyre Pressure Gauge
8. Twisted Wire and Lead Seal
9. Required Spare parts for the model of Taxi/Auto Rickshaw Meter