



### *Scale Tech Exam Study Guide*

Please review the following information before taking your test. The test link is on the [LDAF website](#). Scroll down to the bottom of the page to the **Licenses** header. Click on the subheader for the license type you are seeking. You only have to pass the exam once in your lifetime, but you may take it as many times as you need to pass. The exam will be automatically graded, and a certificate will be issued to you and a copy will be sent to the email address associated with your account. If you have any questions, please contact us at 1-225-925-3780 or [weightsinfo@ldaf.state.la.us](mailto:weightsinfo@ldaf.state.la.us).

- All Service Agencies must be registered and licensed with LDAF Weights and Measure to perform work on commercial weighing and measuring devices
- All Service Techs must be registered and licensed with LDAF Weights and Measures prior to performing work on commercial weighing and measuring devices
- All license renewal fees are due by December 31 for the following year
- All field standards used for repairing and calibrating commercial weighing and measuring devices must be certified annually by the LDAF Metrology Lab or a NIST qualified alternative State Metrology Lab.
- Louisiana adopts NIST Handbook 44, therefore;
  - All commercial weighing devices and components must be NTEP Approved and installed in accordance with their NTEP Certificate of Conformance and manufacturer guidelines
  - All devices must be suitable for their intended use. Use NIST Handbook 44 Section 2.20 Table 8 to determine suitable minimum loads for various scales
  - All repairs and tests must be completed in conformance with NIST Handbook 44,
  - No modifications beyond factory accessories can be made to a device
- The minimum test load required to repair and place a device back into service can be found using ***NIST Handbook 44 Sec.2.20 Table 4***
- A commercial weighing device must perform within its prescribed Acceptance Tolerance in order to be placed into service
  - All tolerances for scales can be determined using ***NIST Handbook 44 Section 2.20 Tolerances***
- All calibrations must be intended to be as close to Zero as possible
- A Placed in Service Report must be submitted to LDAF Weights and Measures using the electronic JotForm link within 10 days of servicing and repairing any commercial weighing and measuring device



- If a device fails inspection immediately after being placed in service by a service tech, the device can only be placed back into service again by an LDAF Inspector following a satisfactory repair
- Any violation of Weights and Measures Law, Rules, and Regulations may result in a \$500 fine per day per violation.