



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

A. G. Kawamura, Secretary

July 29, 2009

DMS Notice
D-09-3
Discard: Retain

TO WEIGHTS AND MEASURES OFFICIALS

SUBJECT: Service Agency Placed in Service Report

The Division has noticed that Registered Service Agents (RSAs) are not providing Placed in Service Reports when software components with a Certificate of Acceptance or Certificate of Conformance are installed with a device.

Chapter 4, Section 4085 of the California Code of Regulations requires the RSA to notify the Sealer in writing using a Placed in Service Report when certified approved devices, systems, or components (including software) have been installed or repaired.

The Division plans to provide training to county officials regarding the identification of device application software installations. Questions regarding this training, and any other questions regarding RSA reports and verification of devices or software should be directed to Ronald Flores at (916) 229-3045. For questions about CTEP or NTEP device or software approvals, please call the CTEP laboratory at (916) 229-3028. Additional information may also be obtained from the Division website at <http://www.cdfa.ca.gov/dms>

Sincerely,

Edmund E. Williams
Director

cc: Service Agencycs

