



CALIFORNIA DEPARTMENT OF  
FOOD & AGRICULTURE

Karen Ross, Secretary

April 9, 2020

DMS Notice  
WM - 20 - 02  
Discard: 07/01/2020

**TO:** WEIGHTS AND MEASURES OFFICIALS

**SUBJECT:** Document Transfer Considerations

Due to the COVID-19 pandemic, the Division of Measurement Standards has received numerous inquiries from weighmaster businesses concerned with the transmission of coronavirus through the manual transfer of documents, e.g., Weighmaster Certificates and Bills of Lading (BOL) between drivers and deputy weighmasters.

The Department of Food and Agriculture regulates Weighmaster Certificates not BOL. If the BOL is also used as a Weighmaster Certificate, the business is required to issue the certificate and keep a true copy [Business and Professions Code (BPC) Section 12716]. Both electronic Weighmaster Certificates (must not be able to manipulate/change after issued) or paper copies of Weighmaster Certificates are acceptable. Weighmaster businesses are required to assure Weighmaster Certificates issued by them meet all requirements of BPC Sections 12714, 12714.5, and 12715.

Weighmaster Certificates do not require a driver signature; only weighmasters are required to sign or electronically imprint their name on certificates that they themselves issue [BPC Section 12715(c)]. Other agencies, (federal, state or local), like the Department of Transportation (DOT) may require a driver's signature on the BOL, but that is outside the Department's jurisdiction. It is recommended that businesses reach out to the DOT or the appropriate entity for this information.

The Department recommends that businesses refer to the most current guidance found at the Centers for Disease Control website to establish best practices:

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

If you have questions, please contact the Katherine de Contreras, Supervising Special Investigator with the Weighmaster Enforcement Program by email at [katherinedecontreras@cdfa.ca.gov](mailto:katherinedecontreras@cdfa.ca.gov) or by telephone at 916.229.3000.

Sincerely,

Kristin J. Macey  
Director

Cc: Hyrum Eastman, County/State Liaison, CDFA

