



Douglas A. Ducey | Governor

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Attention! **Public/Deputy Weighmasters**

The Arizona Department of Agriculture Weights and Measures Services Division has streamlined rules related to Public Weighmasters effective October 2, 2017:

Deputy public weighmasters no longer require passage of a test to become licensed. Instead: Public weighmaster will self-certify deputy public weighmasters (instead of testing).

- Deputy public weighmasters will complete a self-certification application signed by the deputy public weighmaster and the public weighmaster.
- The public weighmaster will be responsible to ensure deputy public weighmasters are licensed and licenses are canceled as necessary.

The Division will begin issuance of new seals that are site-specific in place of individual issued seals.

- The seal will stay with the store when public weighmasters leave, saving sites money.
- Old public weighmaster seals with personal information can continue to be used as long as the public weighmaster is employed by the location in question.
- New seals which contain only the location identity as issued under R3-7-506(B) can be used by deputy public weighmasters for 30 days at a location while a new public weighmaster license application is underway.
- Public weighmaster's seals with personal information shall not be used following a public weighmaster's departure and must be returned to the division within 30 days.
- To order the new seal email licensing at Licensing.wmsd@azda.gov

Electronic signatures and seals are now allowed:

- The name and image of the seal of the public weighmaster and deputy public weighmaster may be imprinted electronically on the weighmaster certificate in lieu of a handwritten signature and pressed seal.
- A public weighmaster may replicate the state-assigned seal in an electronic format for use as provided under subsection R3-7-505(D). A templet is provided at <https://agriculture.az.gov/sites/default/files/styles/fullwidth/public/Seal.png?itok=1YkyV9P2>
- The public weighmaster or deputy public weighmaster shall have an individual login associated with the electronic signature and seal or other security measures in place to prevent non-licensed persons from use.