CHAPTER 2

Documentation of Official Weighing Services

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2.1 GENERAL CERTIFICATE INFORMATION

a. **Authority.** Section 7A (g) of the U.S. Grain Standards Act, as amended, states when official weighing service results in the issuance of an official weight certificate that all courts in the United States receive this certificate as prima facie evidence of the truth of the facts (weights) stated. Official personnel certify that all information furnished on the certificate and all supporting fact documents corroborate each certificate.

b. **Approval of Certificate Forms and Supporting Fact Documents.** The Weighing and Equipment Branch approves supporting fact documents used by FGIS and agencies (including locally generated forms). For instructions on ordering these forms, see the FGIS Forms Catalog.

The Standards and Procedures Branch approves all standard certificates used by FGIS offices. Field office managers review and make final approval on certificates designed by or printed for grain merchandising firms, and provide direction to delegated State agencies, or designated weighing agencies when called for.

Agency managers are responsible for printing certificates following §§ 800.161 and 800.165 of the regulations, the instructions in Chapter 3 of the Grain Inspection Handbook, and this Handbook. Any omissions or errors in printing are the responsibility of the designated agency to correct.

c. **Disposition of Official Weight Certificates.** The issuing agency retains one copy of each certificate and all supporting fact documents for 5 years from the date of issuance.

(1) **Export.** For export grain, the applicant receives the original and a minimum of three copies.

(2) **Nonexport.** For nonexport grain, the applicant receives the original and at least one copy of each certificate on the date of service. If the applicant does not need immediate delivery, then deliver the certificates following their instructions. In the case of inbound trucklot grain, the driver of the

truck or the person who owns the grain at the time of delivery also receives one copy of the certificate.

d. **Accountability for Official Certificates.** Protect certificates against loss or misuse. Take the following precautions with certificates.

(1) **Security.** Keep unused certificates locked in a secure place or in the physical possession of official personnel.

(2) **Records of Unused Certificates.** Maintain records of unused prenumbered certificates showing: (1) the blocks of numbers of official certificates as shown on the invoice at delivery; (2) any missing numbers that are specified by the printer; and (3) signed receipts showing the blocks of numbers, or the numbers of individual certificates furnished to subordinate designated weighing points or official personnel.

NOTE: Accountable and issuing offices need not verify that each certificate or number is in each package when a supply of prenumbered certificates is received. "Spot check" each package when opening for use and note missing certificates at this time.

(3) **Records of Completed Certificates.** Records of completed certificates issued include: (1) a copy of each certificate with copies of all documentation supporting the certificate; (2) filing in either numerical or subject order; and (3) all voided certificates.

To void a certificate, write or stamp "Void" and the reason for voiding (if it is not obvious) across the face of the certificate, and file the original. Destroy other copies of the original certificate. Applicants may, for record keeping purposes only, receive a copy of a clearly marked voided certificate.

(4) **Protection of Negatives for Printing.** Protect the negatives used in the production of official certificates against misuse, including the negatives used by grain or commodity firms in the printing of special designed weight certificates.

When issuing electronically generated certificate numbers, GIPSA field offices and agencies have assigned alpha characters to precede the number of the certificate that the program assigns automatically. The Agency al-

pha characters are listed in Chapter 3 of the Grain Inspection Handbook, for GIPSA field offices, the alpha characters are usually the first two letters of the field office name.

Once electronically generated programs have issued a certificate number, the program must not allow duplicates of the numbers, only voiding of the certificate. The program must allow publication of a duplicate numbered certificate only if clearly marked as “corrected” or “duplicate”. The computer program must contain self-archiving and an accountability routine which allows the printing of the log on demand. Print the issued and voided accountability report daily. Replace filed daily reports with a weekly summary report. The issuing office retains a hard copy of the certificate.

e. **Ordering Certificates for Weighing Services**

(1) **Field Offices.** Field offices order all certificates from Central Supply. When the field office supply gets down to 3 months, order another 6-month supply of certificates.

(2) **Official Agencies.** Official agencies supply their own nonexport grain, nonexport commodity, and supervision of weighing certificates. Field offices or Compliance Division, Review Branch, verify proper accountability and sufficient security of certificates during reviews.

Field offices supply certificates for export grain to delegated and designated agencies within their jurisdiction. The field office maintains an accountability record on these certificates and supplies them free of charge.

(3) **Special Design Certificates.** Elevators wanting certificates designed to meet special marketing needs, purchase their own certificates once after the field office manager has approved the design. Local FGIS field offices and agencies take delivery of these certificates for accountability and control.

When there is a 3-4 month supply of the special design certificates the field office or agency responsible contacts the elevator to supply more certificates. Calculate the number of certificates needed and decide on the renumbering sequence. This is the best time for the elevator to request any changes to the certificate. The field office manager or agency manager can then approve the certificate for reprinting, or review the amended certificate before final printing has begun. When the firm is ready to reorder, the responsible agency returns the retained negatives to the printer for additional printing. See section 2.2 for information on filling out special design certificates.

f. **Preparation of Official Weight Certificates**.

(1) **Information Entry.** The elevator weigher may enter all information on a certificate except the handwritten gross, tare, or net weights. Only official personnel enter handwritten gross, tare, or net weight amounts. Verify all information on the certificate as true and accurate before signing it. Line through any blocks not used for the net weight.

(2) **Export Certificates.** Type all export certificates, except those issued for rail or truck shipments to Canada or Mexico, which may be legibly handwritten in black ink when the use of a typewriter is not feasible. On the original, show both the printed name and the signature of the person who issues an export certificate. Do not use abbreviations on export certificates.

(3) **Other than Export Certificates.** Other certificates may be typed, handwritten in ink, or printed using automatic printing equipment. Write clearly and legibly when handwriting certificates.

(4) **Signature.** The licensed or authorized person who is in the best position to know whether the final determinations of the official weighing are accurate and true issues the certificate. When an authorized agent, other than the official weigher, affixes a name or signature, keep on file at the field office or agency headquarters a document appointing the agent as the power of attorney to affix the signature(s). Export certificates must be signed. On export computer-generated certificates, the licensed or authorized person signs the original and since the copies do not have carbon, staff may use facsimile impressions or electronic signatures.

Record FGIS weighers' or licensed person's full names on certificates. Authorized agents affixing another's signature must record their initials by the weigher's name.

g. **Mistakes on Official Weight Certificates.**

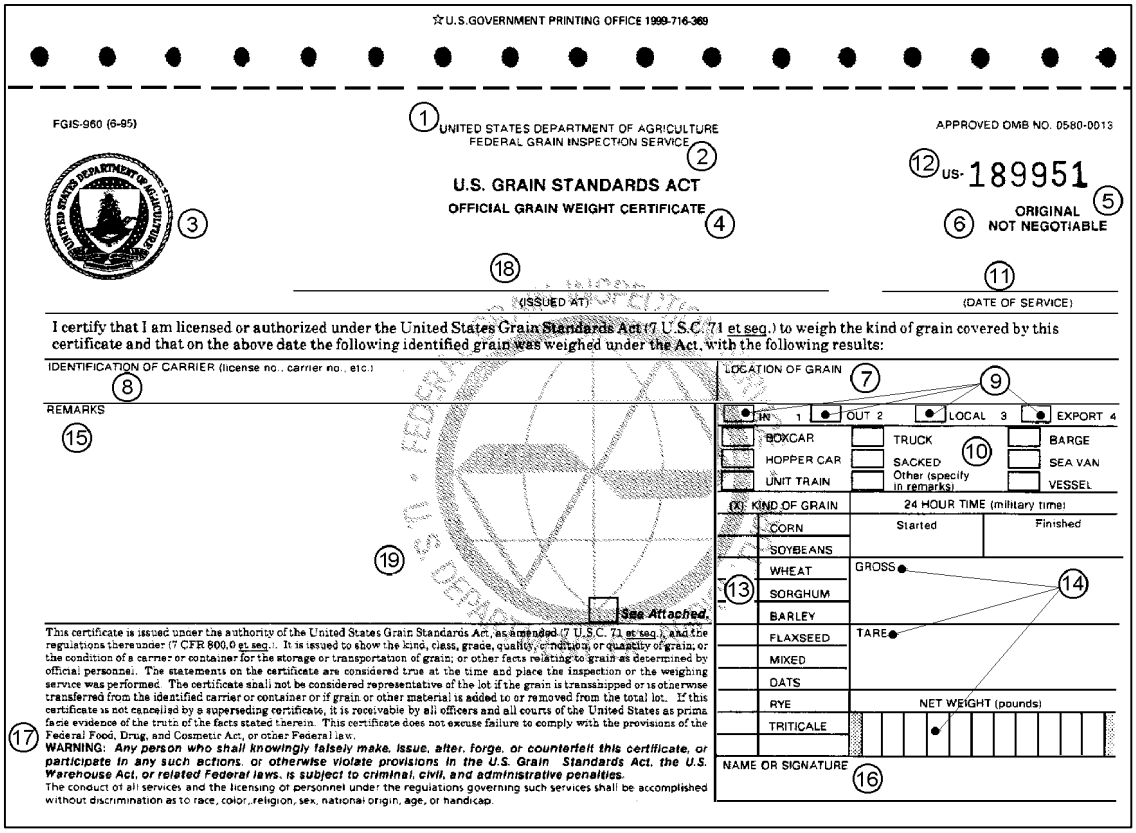
(1) **Export Certificates.** Each export certificate must be free of errors, typographical corrections, or abbreviations.

(2) **Nonexport Certificates.** Prepare another certificate if any errors are made in the identification of the carrier or container, or if any weight information (gross, tare, or net weight) is incorrect. Otherwise, corrections are allowed if: (1) the corrections are neat and legible; (2) the authorized person correcting the certificate initials the correction; and (3) the corrections and initials appear on the original and all copies of the certificate.

(3) **Custom Designed Certificates.** Most operations using custom designed certificates allow the use of the next consecutively numbered certificate when a void is necessary. In systems where a custom designed certificate cannot replace a voided one, use a standard Official Grain Weight Certificate FGIS-960, or Commodity Weight Certificate FGIS-993, to correct the voided certificates. In either case, clearly mark the original and all copies "VOID". The issuing agency retains the original. The elevator may keep as many copies as necessary for accounting purposes. Destroy all other copies.

h. **Corrected Official Weight Certificates.** To correct errors found after delivery of a certificate, collect the original and all copies, if possible, and replace with a corrected copy (refer to section 2.4).

Exhibit A. FGIS-960, Official Grain Weight Certificate



☆U.S.GOVERNMENT PRINTING OFFICE 1999-716-369

FGIS-960 (6-95)

1 UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE 2

APPROVED OMB NO. 0580-0013

3

U.S. GRAIN STANDARDS ACT
OFFICIAL GRAIN WEIGHT CERTIFICATE 4

12 US- 189951

6 ORIGINAL 5
NOT NEGOTIABLE

18 (ISSUED AT)

11 (DATE OF SERVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

IDENTIFICATION OF CARRIER (license no., carrier no., etc.) 8

REMARKS 15

19

See Attached.

This certificate is issued under the authority of the United States Grain Standards Act, as amended (7 U.S.C. 71 et seq.), and the regulations thereunder (7 CFR 800.0 et seq.). It is issued to show the kind, class, grade, quality, condition, or quantity of grain; or the condition of a carrier or container for the storage or transportation of grain; or other facts relating to grain as determined by official personnel. The statements on the certificate are considered true at the time and place the inspection or the weighing service was performed. The certificate shall not be considered representative of the lot if the grain is transshipped or is otherwise transferred from the identified carrier or container or if grain or other material is added to or removed from the total lot. If this certificate is not cancelled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.

17 **WARNING:** ***Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such actions, or otherwise violate provisions in the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws, is subject to criminal, civil, and administrative penalties.***

The conduct of all services and the licensing of personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, national origin, age, or handicap.

LOCATION OF GRAIN 7 9

IN 1 OUT 2 LOCAL 3 EXPORT 4

BOXCAR TRUCK BARGE
HOPPER CAR SACKED 10 SEA VAN
UNIT TRAIN Other (specify in remarks) VESSEL

(X) KIND OF GRAIN | 24 HOUR TIME (military time) Started | Finished

CORN
SOYBEANS
WHEAT
SORGHUM 13
BARLEY
FLAXSEED
MIXED
OATS
RYE
TRITICALE

GROSS 14

TARE

NET WEIGHT (pounds)

NAME OR SIGNATURE 16

i. **Information Required on Official Weight Certificates.** FGIS requires that certificates contain the following information within its written or printed terms.

(1) Caption "United States Department of Agriculture." Designated agencies omit and replace with issuing agency.

(2) Caption "Federal Grain Inspection Service" or, issuing agency (on agency nonexport certificates only; otherwise use FGIS certificates.

(3) Official agency'seal (for USDA, the emblem) embossed on all copies.

(4) Applicable form title "Official Grain Weight Certificate."

(5) Original or copy.

(6) Caption “Not negotiable.”

(7) Location of grain.

(8) Identification of the grain (Carrier Identification).

(9) Type of movement (check only one block).

(10) Type of carrier.

(11) Date of service.

(12) Consecutive number of the certificate together with the lettered prefix assigned to the agency. Alphanumeric identifiers are listed in the Grain Inspection Handbook, Book IV.

(13) Type of grain or commodity covered by the certificate.

(14) Gross, Tare, and Net Weight (pounds or metric tons, as applicable). Slashes in the net weight block are not required.

(15) Remarks.

(16) Signature of the weigher or the authorized representative who is officially certifying the weighing service performed.

(17) Mandatory statements required by the regulations (see section 2.2).

(18) Field office, agency, or specified service point location where issued.

(19) FGIS logo, optional for designated agencies. Print the logo with 10 percent solid black color in 133 line screen in the center of the certificate on the original and all copies. The logo has a 3-inch diameter.

(20) Permissive statements and information may be shown on designated agency or FGIS letterhead stationery instead of official certificates if: (1) space does not permit showing the statements or information on the official certificate or letterhead stationary is found by the agency or field office to be

more suitable than a certificate; (2) the identification of the corresponding certificate is referred on the letterhead stationery; and (3) the letterhead stationery is distributed with each copy of the certificate in accordance with section 2.1 (C).

(21) In addition, the certificate may include any other information known to be true and not inconsistent with the Act or the other regulations, having a direct bearing on the certificate being issued. At the request of the applicant, show load order numbers; purchase authorization numbers; preference numbers; contract numbers; numerical grade, kind, and class of the grain officially inspected; or their identifications. Do not include bushel conversations on a certificate.

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2.2 CERTIFICATES 2
a. Form FGIS-960, Official Grain Weight Certificate (Exhibit B). 12
Form FGIS-960-L, Official Grain Weight Certificate (Exhibit C). 13
Form FGIS-960-10, Official Grain Weight Certificate (Exhibit D). 14
d. Form FGIS-961, Official Grain Weight Certificate (Divided-Lot) (Exhibit E). 15
e. Form FGIS-964, Supervision of Grain Weight Certificate (Exhibit G). 17
f. Form FGIS-917, Official Export Grain Weight Certificate (Exhibit H). 18
g. Form FGIS-993, Commodity Inspection (& Weighing) Certificate (Exhibit I). 20
h. Form FGIS-993, Official Commodity Inspection (& Weighing) Certificate (Divided-Lot) (Exhibit I). 22
i. Form FGIS-993-L, Commodity Weight Certificate (Exhibit K). 24
j. Form FGIS-7, Commodity Weight Certificate (Exhibit K). 25

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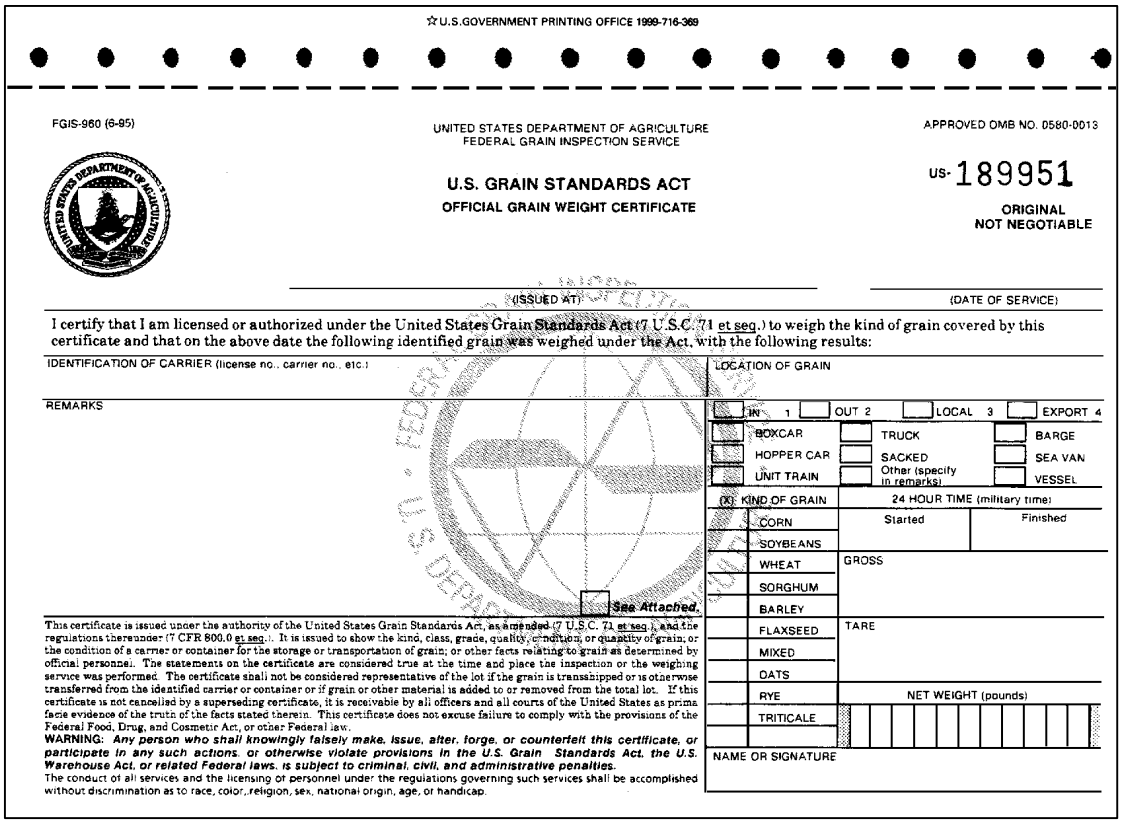
2.2 CERTIFICATES

This section of Chapter 2 displays the different types of available certificates. Table 1 at the end of this section, shows the required certificate statements. Use these examples to approve special design certificates and make official agency certificates. For the approved statements to place on certificates in various weighing situations, see “Approved Statements,” Section 2.4.

Exhibit B. Form FGIS-960, Official Grain Weight Certificate



☆U.S.GOVERNMENT PRINTING OFFICE 1999-716-369

FGIS-960 (6-95)

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

APPROVED OMB NO. 0580-0013

U.S. GRAIN STANDARDS ACT
OFFICIAL GRAIN WEIGHT CERTIFICATE

US- 189951

ORIGINAL
NOT NEGOTIABLE

(ISSUED AT) (DATE OF SERVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

IDENTIFICATION OF CARRIER (license no., carrier no., etc.)

LOCATION OF GRAIN

REMARKS

☐ IN 1 ☐ OUT 2 ☐ LOCAL 3 ☐ EXPORT 4

☐ BOXCAR ☐ TRUCK ☐ BARGE
☐ HOPPER CAR ☐ SACKED ☐ SEA VAN
☐ UNIT TRAIN ☐ Other (specify in remarks) ☐ VESSEL

(X) KIND OF GRAIN | 24 HOUR TIME (military time) | Started | Finished

☐ CORN
☐ SOYBEANS
☐ WHEAT
☐ SORGHUM
☐ BARLEY
☐ FLAXSEED
☐ MIXED
☐ OATS
☐ RYE
☐ TRITICALE

GROSS

TARE

NET WEIGHT (pounds)

☐ See Attached.

This certificate is issued under the authority of the United States Grain Standards Act, as amended (7 U.S.C. 71 et seq.), and the regulations thereunder (7 CFR 800.0 et seq.). It is issued to show the kind, class, grade, quality, condition, or quantity of grain; or the condition of a carrier or container for the storage or transportation of grain; or other facts relating to grain as determined by official personnel. The statements on the certificate are considered true at the time and place the inspection or the weighing service was performed. The certificate shall not be considered representative of the lot if the grain is transshipped or is otherwise transferred from the identified carrier or container or if grain or other material is added to or removed from the total lot. If this certificate is not cancelled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.

WARNING: ***Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such actions, or otherwise violate provisions in the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws, is subject to criminal, civil, and administrative penalties.***

The conduct of all services and the licensing of personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, national origin, age, or handicap.

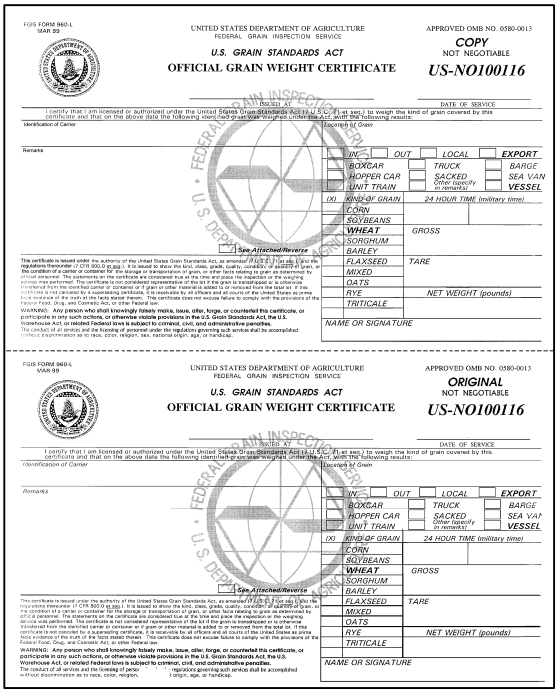
NAME OR SIGNATURE

a. **Form FGIS-960, Official Grain Weight Certificate** (Exhibit B). The Form FGIS-960 is a white, general purpose official grain weight certificate with four carbon copies. It may be used for all inbound, outbound, local transfers, grain dust, grain screenings, and export lots of grain weighed under Class X requirements. Check off boxes have been provided for the type of movement section, type of carrier section, and kind of grain section to speed up the preparation process.

This certificate may also be used when combining lots (e.g., certification of several barges on one certificate or certification of a unit train on one certificate). Refer to section 2.4. For mandatory statements required by the regulations, see Table 1, page 2-26.

Exhibit C. Form FGIS-960 L, Official Grain Weight Certificate

Front


FGIS FORM 960-L
MAR 99

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

U.S. GRAIN STANDARDS ACT

OFFICIAL GRAIN WEIGHT CERTIFICATE

APPROVED OMB NO. 0580-0013
COPY
NOT NEGOTIABLE
US-NO100116

Issued At
DATE OF SERVICE

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed, under the Act, with the following results:

Identification of Carrier
Location of Grain

Remarks

IN OUT LOCAL EXPORT
BOXCAR TRUCK BARGE
HOPPER CAR SACKED SEA VAN
UNIT TRAIN Other (specify in remarks) VESSEL

(X) KIND OF GRAIN | 24 HOUR TIME (military time)
CORN
SOYBEANS
WHEAT | GROSS
SORGHUM
BARLEY
FLAXSEED | TARE
MIXED
OATS
RYE | NET WEIGHT (pounds)
TRITICALE

See Attached/Reverse

NAME OR SIGNATURE

This certificate is issued under the authority of the United States Grain Standards Act, as amended (7 U.S.C. 71 et seq.) and the regulations thereunder (7 CFR 800.0 et seq.). It is issued to show the kind, class, grade, quality, condition, or weight of grain, or the condition of a carrier or container for the storage or transportation of grain, or other facts relating to grain as determined by official personnel. The statements on the certificate are considered true at the time and place the inspection or the weighing service was performed. The certificate is not considered representative of the lot if the grain is transshipped or is otherwise transferred from the identified carrier or container or if grain or other material is added to or removed from the total lot. If the certificate is not canceled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.

WARNING: Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such actions, or otherwise violate provisions in the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws is subject to criminal, civil, and administrative penalties.

The conduct of all services and the licensing of persons under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, national origin, age, or handicap.

FGIS FORM 960-L
MAR 99

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

U.S. GRAIN STANDARDS ACT

OFFICIAL GRAIN WEIGHT CERTIFICATE

APPROVED OMB NO. 0580-0013
ORIGINAL
NOT NEGOTIABLE
US-NO100116

Issued At
DATE OF SERVICE

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed, under the Act, with the following results:

Identification of Carrier
Location of Grain

Remarks

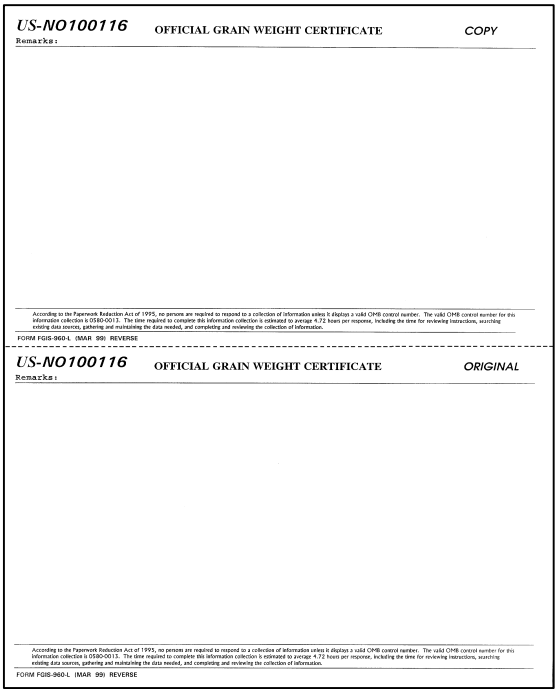
IN OUT LOCAL EXPORT
BOXCAR TRUCK BARGE
HOPPER CAR SACKED SEA VAN
UNIT TRAIN Other (specify in remarks) VESSEL

(X) KIND OF GRAIN | 24 HOUR TIME (military time)
CORN
SOYBEANS
WHEAT | GROSS
SORGHUM
BARLEY
FLAXSEED | TARE
MIXED
OATS
RYE | NET WEIGHT (pounds)
TRITICALE

See Attached/Reverse

NAME OR SIGNATURE

Back


US-NO100116 OFFICIAL GRAIN WEIGHT CERTIFICATE COPY
Remarks:

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0580-0013. The time required to complete this information collection is estimated to average 4.72 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

FORM FGIS-960-L (MAR 99) REVERSE

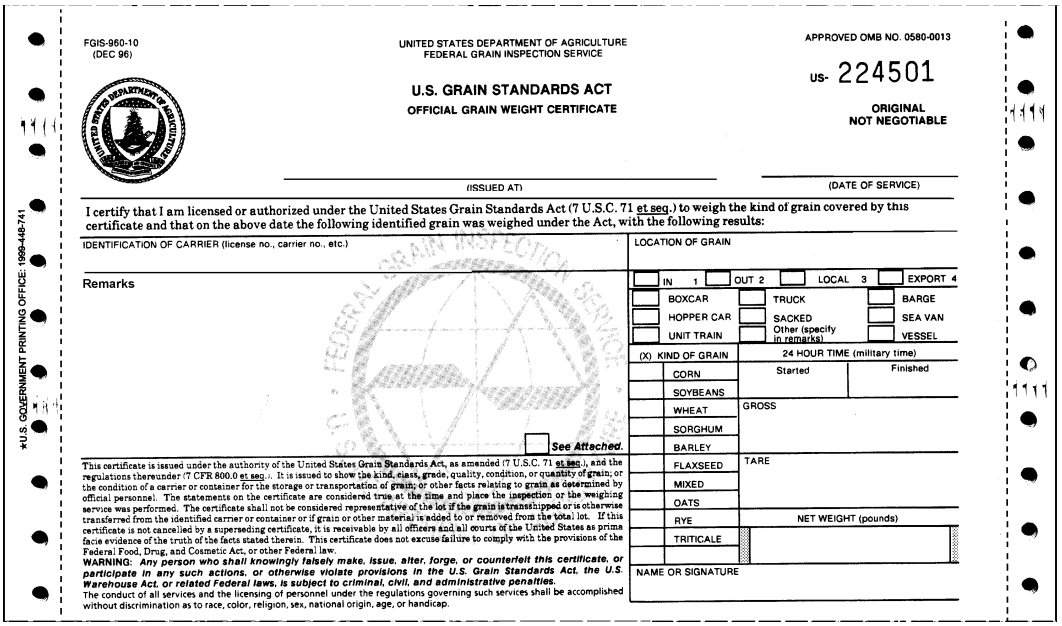
US-NO100116 OFFICIAL GRAIN WEIGHT CERTIFICATE ORIGINAL
Remarks:

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0580-0013. The time required to complete this information collection is estimated to average 4.72 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

FORM FGIS-960-L (MAR 99) REVERSE

b. **Form FGIS-960-L, Official Grain Weight Certificate** (Exhibit C). The Form FGIS-960-L is a computerized weight certificate designed for printing certificates on perforated laser printer paper. Use the certificate for the same purposes as the Form FGIS-960. The certificate-printing program also allows printing information on the back of the certificate. The program prints two certificates per sheet and divides into two along the paper's micro-perforation. Each GIPSA field office has an assigned alpha character preceding the number of the certificate. The program assigns this number sequentially. Once the program has issued a certificate number, the program does not allow duplicates of the numbers, only voiding of the certificate. The program allows issuance of a duplicate numbered certificate only when clearly marked as "corrected" or "duplicate" (see Section 2.4). The computer program has a self-contained archiving and accountability routine and allows the printing of an accountability log on demand. The certificate program also allows selection of metric tons or pounds so that the correct measuring unit shows on the certificate template. For mandatory statements required by the regulations, see Table 1, page 2-26.

Exhibit D. Form FGIS-960-10, Official Grain Weight Certificate



FGIS-960-10
(DEC 96)

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

U.S. GRAIN STANDARDS ACT
OFFICIAL GRAIN WEIGHT CERTIFICATE

APPROVED OMB NO. 0580-0013

US- 224501

ORIGINAL
NOT NEGOTIABLE

(ISSUED AT) (DATE OF SERVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

IDENTIFICATION OF CARRIER (license no., carrier no., etc.)

Remarks

LOCATION OF GRAIN

IN 1 OUT 2 LOCAL 3 EXPORT 4

BOXCAR TRUCK BARGE
HOPPER CAR SACKED SEA VAN
UNIT TRAIN Other (specify in remarks) VESSEL

(X) KIND OF GRAIN
CORN
SOYBEANS
WHEAT
SORGHUM
BARLEY
FLAXSEED
MIXED
OATS
RYE
TRITICALE

24 HOUR TIME (military time)
Started Finished

GROSS

TARE

NET WEIGHT (pounds)

NAME OR SIGNATURE

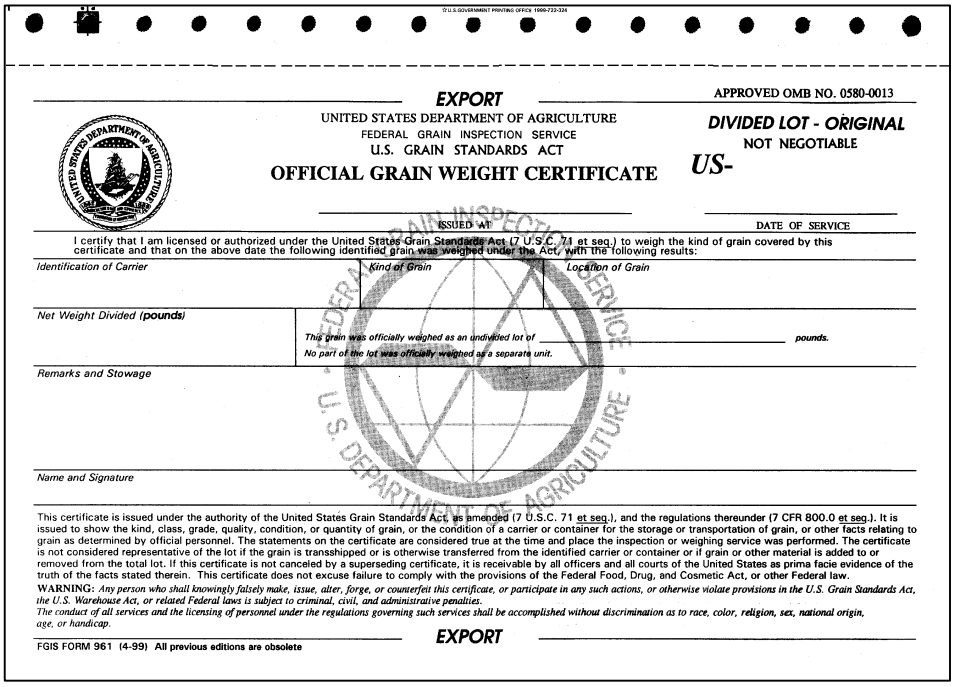
See Attached.

This certificate is issued under the authority of the United States Grain Standards Act, as amended (7 U.S.C. 71 et seq.), and the regulations thereunder (7 CFR 800.0 et seq.). It is issued to show the kind, class, grade, quality, condition, or quantity of grain; or the condition of a carrier or container for the storage or transportation of grain; or other facts relating to grain as determined by official personnel. The statements on the certificate are considered true at the time and place the inspection or the weighing service was performed. The certificate shall not be considered representative of the lot if the grain is transshipped or is otherwise transferred from the identified carrier or container or if grain or other material is added to or removed from the total lot. If this certificate is not cancelled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.
WARNING: ***Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such actions, or otherwise violate provisions in the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws, is subject to criminal, civil, and administrative penalties.***
The conduct of all services and the licensing of personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, national origin, age, or handicap.

★U.S. GOVERNMENT PRINTING OFFICE: 1999-448-741

c. **Form FGIS-960-10, Official Grain Weight Certificate** (Exhibit D). The Form FGIS-960-10 is a continuous run NCR paper certificate with four copies using accordion folded paper, with perforated tear strips on either side of the certificate. GIPSA provides these certificates to elevators with automated weighing systems having tractor fed impact printers for weighing and certifying barge shipments. The certificates self-feed through the printers, decreasing the time official personnel have to monitor the printers. For mandatory statements required by the regulations, see Table 1, page 2-26.

Exhibit E. Form FGIS-961-L, Official Grain Weight Certificate (Divided-Lot)



EXPORT

APPROVED OMB NO. 0580-0013

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE
U.S. GRAIN STANDARDS ACT

DIVIDED LOT - ORIGINAL
NOT NEGOTIABLE

OFFICIAL GRAIN WEIGHT CERTIFICATE

US-

ISSUED AT

DATE OF SERVICE

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

Identification of Carrier | Kind of Grain | Location of Grain

Net Weight Divided (pounds)

This grain was officially weighed as an undivided lot of _____ pounds.
No part of the lot was officially weighed as a separate unit.

Remarks and Stowage

Name and Signature

This certificate is issued under the authority of the United States Grain Standards Act, as amended (7 U.S.C. 71 et seq.), and the regulations thereunder (7 CFR 800.0 et seq.). It is issued to show the kind, class, grade, quality, condition, or quantity of grain, or the condition of a carrier or container for the storage or transportation of grain, or other facts relating to grain as determined by official personnel. The statements on the certificate are considered true at the time and place the inspection or weighing service was performed. The certificate is not considered representative of the lot if the grain is transshipped or is otherwise transferred from the identified carrier or container or if grain or other material is added to or removed from the total lot. If this certificate is not canceled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.

WARNING: *Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such actions, or otherwise violate provisions in the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws is subject to criminal, civil, and administrative penalties.*

The conduct of all services and the licensing of personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, national origin, age, or handicap.

EXPORT

FGIS FORM 961 (4-99) All previous editions are obsolete

d. **Form FGIS-961, Official Grain Weight Certificate (Divided-Lot)** (Exhibit E). Export grain offered for weighing and certified as one lot may be divided into multiple weight certificates with the Form FGIS-961, Official Grain Weight Certificate (Divided). The applicant may have as many divided certificates (Form FGIS-961's) as necessary, provided the total net weight equals the amount surrendered on the Official Grain Weight Certificate (Form FGIS-960). Field offices supply the Form FGIS-961 to official agencies. This edition is a 5-part set with carbon paper. For mandatory statements required by the regulations, see Table 1, page 2-26.

Exhibit F. Form FGIS-961-L, Official Grain Weight Certificate (Divided-Lot)

EXPORT

APPROVED OMB NO. 0580-0013

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE
U.S. GRAIN STANDARDS ACT
OFFICIAL GRAIN WEIGHT CERTIFICATE

DIVIDED LOT - ORIGINAL
NOT NEGOTIABLE
US-BA100014-2

ISSUED AT

DATE OF SERVICE

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

Identification of Carrier

Kind of Grain

Location of Grain

Net Weight Divided (pounds)

This grain was officially weighed as an undivided lot of _____ pounds.
No part of the lot was officially weighed as a separate unit.

Remarks and Stowage

Name and Signature

This certificate is issued under the authority of the United States Grain Standards Act, as amended (7 U.S.C. 71 et seq.), and the regulations thereunder (7 CFR 800.0 et seq.). It is issued to show the kind, class, grade, quality, condition, or quantity of grain, or the condition of a carrier or container for the storage or transportation of grain, or other facts relating to grain as determined by official personnel. The statements on the certificate are considered true at the time and place the inspection or weighing service was performed. The certificate is not considered representative of the lot if the grain is transshipped or is otherwise transferred from the identified carrier or container or if grain or other material is added to or removed from the total lot. If this certificate is not canceled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.

WARNING: *Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such actions, or otherwise violate provisions in the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws is subject to criminal, civil, and administrative penalties.*

The conduct of all services and the licensing of personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, national origin, age, or handicap.

EXPORT

FGIS FORM 961-L MAR 99

Form FGIS-961-L, Official Grain Weight Certificate (Divided-Lot) (Exhibit F). The Form FGIS-961-L is a computerized weight certificate designed for printing certificates on perforated laser printer paper. Like the Form FGIS-960, information can be typed on the back. For mandatory statements required by the regulations, see Table 1, page 2-26.

Exhibit G. Form FGIS-964, Supervision of Grain Weight Certificate

U.S. Government Printing Office 1997-520-848

FORM FGIS-964
(AUG 96)

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

SUPERVISION OF GRAIN WEIGHT CERTIFICATE

US- 05001

ORIGINAL
NOT NEGOTIABLE

LOCATION OF GRAIN *(facility, city & state)* (DATE OF SERVICE)

I certify that I am EMPLOYED by or at the IDENTIFIED FACILITY and approved to weigh the kind of grain covered by this certificate and that on the above date the identified grain was weighed with the following results:

IDENTIFICATION OF CARRIER

☐ IN ☐ OUT ☐ LOCAL

☐ BOXCAR ☐ TRUCK ☐ BARGE
☐ HOPPER CAR ☐ SACKED
☐ UNIT TRAIN ☐ OTHER

CLASS Y WEIGHING

(x) KIND OF GRAIN	24 HOUR TIME *(Military Time)*	
	STARTED	FINISHED
CORN		
SOYBEANS		
WHEAT	GROSS	
SORGHUM		
BARLEY		
FLAXSEED	TARE	
MIXED		
OATS	NET WEIGHT *(Pounds)*	
RYE		
TRITICALE		
SUNFLOWER SEED		

APPROVED WEIGHER'S SIGNATURE | SUPERVISING AGENCY

THE CLASS Y GRAIN WEIGHT INDICATED ON THIS CERTIFICATE WAS DETERMINED BY PERSONS EMPLOYED BY OR AT THE IDENTIFIED FACILITY WHO ARE OCCASIONALLY SUPERVISED BY THE SUPERVISING AGENCY. THE SUPERVISING AGENCY DID NOT DETERMINE THE WEIGHT OF THE GRAIN IDENTIFIED ON THIS CERTIFICATE.
This certificate is issued under the authority of the U.S. Grain Standards Act, as amended (7 U.S.C. 71 et seq.), and the regulations thereunder (7 CFR 800.0 et seq.) to show the weight of grain at the time and place of weighing. It may not represent the weight at a different date or place. The statements on the certificate are considered true at the time and place the supervision of weighing service was performed. If this certificate is not canceled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.
WARNING: *Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such actions, or otherwise violate provisions of the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws, is subject to criminal, civil, and administrative penalties.*
This certificate meets the supervision of weighing requirements of Section 3(v), 7A(c) and 7A(e) of the U.S. Grain Standards Act; it does NOT meet the requirements for official weighing under Section 5 of the U.S. Grain Standards Act.
The conduct of all services and the licensing of personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, age, national origin, or handicap.

e. **Form FGIS-964, Supervision of Grain Weight Certificate** (Exhibit G). The Supervision of Grain Weight Certificate (Form FGIS-964) is a yellow certificate, used for certifying all movements covered under an applicant's request for Class Y weighing service. The facility authorized to weigh keeps the original scale tape or scale tickets for all Class Y weighing completed. The supervising field office or official may request that facilities surrender all tapes and file copies of issued certificates for filing. Elevator weighers issue a Supervision of Grain Weight Certificate (Form FGIS-964) for <u>each</u> carrier weighed under the agreement with the supervising agency. See the Class Y section of Chapter 1, section 1.6 of the Weighing Handbook for procedures. Overprint the words CLASS Y WEIGHING on all parts in 30 percent solid black type with 133 line screen.

Exhibit H. Form FGIS-917, Official Export Grain Weight Certificate (Dual Certified)

EXPORT

FORM FGIS-917
(5-84)

(Replaces Form FGIS-13 (10-80) which is obsolete after 6-30-85)

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

U.S. GRAIN STANDARDS ACT
OFFICIAL EXPORT GRAIN INSPECTION AND WEIGHT CERTIFICATE

ORIGINAL
NOT NEGOTIABLE

US-

Please refer to this certificate by its number, including the lettered prefix, if any, and date.

(ISSUED AT) (DATE OF SREVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.), to inspect the kind of grain covered by this certificate and that on the above date the following identified grain was inspected under the Act, with the following results:

	NET WEIGHT *(Pounds)*
LOCATION	IDENTIFICATION OF CARRIER

GRADE AND KIND *(In accordance with the Official United States Standards for Grain)*

REMARKS AND STOWAGE

REMARKS AND STOWAGE	APPLICANT	NAME AND SIGNATURE

This certificate is issued under the authority of the United States Grain Standards Act, as amended (7 U.S.C. 71 et seq.), and the regulations thereunder (7 CFR 800.0 et seq.). It is issued to show the kind, class, grade, quality, condition, or quantity of grain or the condition of a carrier or container for the storage or transportation of grain, or other facts relating to grain as determined by official personnel. The statements on the certificate are considered true at the time and place the inspection or the weighing service was performed. The certificate shall not be considered representative of the lot if the grain is transshipped or is otherwise transferred from the identified carrier or container or if grain or other material is added to or removed from the total lot. If this certificate is not canceled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.

WARNING: *Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such actions, or otherwise violate provisions in the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws, is subject to criminal, civil, and administrative penalties.*

The conduct of all services and the licensing of (inspecting/grading/sampling) personnel under the regulations governing such services such services shall be acomplished without discrimination as to race, color, religion, sex, or national origin.

EXPORT

f. **Form FGIS-917, Official Export Grain Weight Certificate** (Exhibit H). Section 5 (a) (3) of the U.S. Grain Standards Act provides applicants the option to have a lot dual certified (inspection results and weight on one certificate) when the lot is both officially inspected and weighed. Use the Form FGIS-917 when the elevator wants this option. See the Grain Inspection Handbook, Book IV, Chapter 3, for statements and information needed on the Form FGIS-917.

Exhibit I. Form FGIS-993, Commodity Inspection (& Weighing Certificate)

OMB NO.: 0580-0013
(For additional OMB information see reverse.)

U.S. DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

ORIGINAL
NOT NEGOTIABLE

B - 000075

COMMODITY INSPECTION CERTIFICATE
Commodity Weight Certificate (1)

DATE OF ISSUANCE	ISSUED AT	LEVEL OF INSPECTION
(2) August 1, 2000	Portland, Oregon (3)	(Leave Blank) (4)

APPLICANT	LOCATION OF COMMODITY
Cargill Terminal # 4 Portland, Oregon (5)	Same (6)

IDENTIFICATION	QUANTITY AND CONTAINER
ID: M/V Sugar Beet TL OR 89-007 BN 468788 (7) Commodity: Soybean Meal	Vessel / Barge Boxcar / Hopper Car (8) Container / Truck Net weight (pounds) 46,330

Remarks:

(9a) Type of Movement: Export / In / Out
Stowage: Hold No. 5

(9b)

Time started/finished, gross, tare, and net weight, may be typed in or printed by the scale's ticket printer.

END OF RESULTS:

I CERTIFY THAT THE SERVICES SPECIFIED ABOVE WERE PERFORMED WITH THE RESULTS STATED.

INSPECTOR
John B. Weigher *John B. Weigher* (10)

This certificate is issued under authority of the Agricultural Marketing Act of 1946, as amended (7 U.S. C. 1621 et seq.), and the regulations thereunder (7CFR 68.1 et seq.), and is receivable in all courts of the United States as prima facie evidence of the truth of the statements therein contained. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal laws.
WARNING: Sec. 203(h) of the Agricultural Marketing Act of 1946 provides that anyone who shall knowingly falsely make, issue, alter, forge, or counterfeit any official certificate, or aid, assist, or be a party to such actions, is subject to a fine of not more than $1,000 or imprisonment for more than 1 year, or both.
The conduct of all services and the licensing of inspection/grading/sampling personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, national origin, age, or handicap.

Form FGIS-993 (1-92) Replaces Form FGIS-993 (6-91) which may be used.

g. **Form FGIS-993, Commodity Inspection (& Weighing) Certificate** (Exhibit I). Use this certificate when bulk weighing export commodities covered by the Agricultural Marketing Act. As this is a multi-purpose certificate, type the title "Commodity Weight Certificate" in the space provided below "Commodity Inspection Certificate." Form FGIS-993 may also be used for domestic certification for bulk weighing or checkweighing. See Chapter 6 of the Processed Commodities Handbook for additional procedures for certifying checkweighing results on this certificate.

(1) Enter the title, “COMMODITY WEIGHT CERTIFICATE, BEAN WEIGHT CERTIFICATE, OR RICE WEIGHT CERTIFICATE.” On the GIPSA certificate-printing package, use the subtitle field to enter this data.

(2) Enter the date the certificate is issued.

(3) Enter the name of the city and state of the field office or cooperator's office issuing the certificate.

(4) Leave blank.

(5) Enter the applicant's name, city, and state.

(6) Enter the location where the product was inspected (e.g., plant name, city, and state) or "Same" as in 5.

(7) Enter the identification of the carrier and type of commodity.

(8) Enter the type of carrier (vessel, barge, boxcar, hopper car, container, or truck) and the net weight of the carrier. Use the same unit of mass (i.e., pounds or kilograms) that was used to calibrate the scale equipment.

(9a) Enter under the heading "Remarks" the type of movement (Export/In/Out) and stowage (as applicable). These are minimum requirements. Other information may be supplied as requested.

(9b) Upon request, show times started and finished, and gross, tare, and net weights. This information may be stamped directly on the certificate by

the scale or typed in later. When the official results are complete, enter in the remarks, “END OF RESULTS.”

10 Enter the name or signature (or both) of the person who issued the certificate and, if affixed by an authorized agent, the word "By" and the agent's initials.

Exhibit J. Form FGIS-993, Divided Commodity Weight Certificate

Cross-out "X" the existing FGIS-993 serial number and show in the accountibility record the certificate was used as a divide.

Show the same serial as shown on the superseded certificate, except each divided-lot has a serially numberd suffix.

COMMODITY INSPECTION CERTIFICATE

Divided Commodity Weight Certificate

A - 000002
000002-1

DATE OF ISSUANCE	ISSUED AT	LEVEL OF INSPECTION
April 9, 1994	Lutcher, Louisiana	

APPLICANT	LOCATION OF COMMODITY
Continental Grain Company 933 River Road Westwego, Louisiana 70094	Same

IDENTIFICATION	QUANTITY AND CONTAINER
ID: M/V Sugar Beet Commodity: Rice	Vessel Net Weight Divided (Pounds) 16,655

Remarks:

Type of Movement: Export
Stowage: Hold No. 5
This commodity was officially weighed as an undivided lot of 5,803,730 pounds. No part of the lot was officially weighed as a separate unit.

END OF RESULTS:

I CERTIFY THAT THE SERVICES SPECIFIED ABOVE WERE PERFORMED WITH THE RESULTS STATED.

INSPECTOR
John B. Weigher *John B. Weigher*

This certificate is issued under the authority of the Agricultural Marketing Act of 1946, as amended (7 U. S. C. 1621 et seq.), and the regulations thereunder (7 CFR 68.1 et seq.), and is receivable in all courts of the United States as prima facie evidence of the truth of the statements therein contained. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal laws.
WARNING: Sec. 203(h) of the Agricultural Marketing Act of 1946 provides that anyone who shall knowingly falsely make, issue, alter, forge, or counterfeit any official certificate, or aid, assist, or be a party to such actions, is subject to a fine of not more than $1,000 or imprisonment for not more than 1 year, or both.
The conduct of all services and the licensing of inspection/grading/sampling personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, or national origin.

FORM FGIS-993 (10-89)

h. **Form FGIS-993, Official Commodity Inspection (& Weighing) Certificate (Divided-Lot) (Exhibit I)**. This is the same form as Form FGIS-993, except staff enters the title, " DIVIDED COMMODITY WEIGHT CERTIFICATE on the GIPSA certificate-printing package, by using the subtitle field to enter the heading.

(1) Commodities offered for weighing and certified as a single lot may be divided into two or more weight certificates using Form FGIS-993, Commodity Inspection Certificate. The applicant may have as many divided certificates (Form FGIS-993's) as necessary, provided the total net weight for the Form FGIS-993's equals the total net weight shown on the surrendered original Form FGIS-993's issued as a single lot.

(2) Applicant Requirements

The applicant may exchange the certificate for two or more divided-lot certificates provided that:

(a) The request is in writing;

(b) The applicant is the one who requested the original weighing;

(c) The request is made to the cooperator or the field office that issued the outstanding certificate;

(d) The request is made within 5 business days of the outstanding certificate's date;

(e) The request is made before the lot's identity is lost;

(f) The cooperator or the field office has custody of the original weighing certificate (original and all copies); and

(g) The request provides the name and complete address of each consignee and the quantity to be shown on each divided-lot certificate.

(3) Issuing Office Requirements

Show the following information on all official divided commodity weight certificates:

(a) Identical information that was shown on the official commodity weight certificate, except show the net divided weights as the applicant requested.

(b) The same statements that were on the original certificate.

(c) The same serial number as shown on the superseded certificate, except that each divided-lot certificate has added a serially numbered suffix, e.g., 1764-1, 1764-2, 1764-3, etc.

Show on the original official commodity weight certificate, "Void-Surrendered for divided-lot certificates (Number) thru (Number)."

Exhibit K. Form FGIS-993 L, Commodity Weight Certificate

APPROVED OMB NO. 0580-0013

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

ORIGINAL
NOT NEGOTIABLE

US-

COMMODITY INSPECTION CERTIFICATE

DATE OF ISSUANCE	ISSUED AT	LEVEL OF INSPECTION

APPLICANT	LOCATION OF COMMODITY
IDENTIFICATION	QUANTITY AND CONTAINER

Title "Commodity Weight Certificate" entered in program and shown here when used as a weight certificate.

Use 20 pound white copier paper to make copies of this certifcate

END OF RESULTS

I CERTIFY THAT THE SERVICES SPECIFIED ABOVE WERE PERFORMED WITH THE RESULTS STATED.	INSPECTOR

This certificate is issued under the authority of the Agriculture Marketing Act of 1946, as amended (7 U.S.C. 1621 et seq.), and the regulations thereunder (7 CFR 868.1 et seq.), and is receivable in all courts of the United States as prima facie evidence of the truth of the statements therein contained. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal Laws.

WARNING: *Sec. 203(h) of the Agricultural Marketing Act of 1946 provides that anyone who shall knowingly falsely make, issue, alter, forge, or counterfeit any official certificate, or aid, assist, or be a party to such actions, is subject to a fine of not more than $1000 or imprisonment for not more than 1 year, or both.*

The conduct of all services and the licensing of the inspection/grading/sampling personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, national origin, age, or handicap.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0580-0013. The time required to complete this information collection is estimated to average 82.03 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

FORM FGIS-993-L FEB 99

i. **Form FGIS-993-L, Commodity Weight Certificate** (Exhibit K). The Form FGIS-960-L is a computerized weight certificate designed for printing certificates on perforated laser printer paper. Use the certificate for the same purposes as the Form FGIS-993. The program prints on a 8 ½ x 11 inch sheet. See Form FGIS 960–L, page 2-22 for information on accountability on laser printed certificates.

Exhibit L. Form FGIS-7, Commodity Weight Certificate

★ U.S. GOVERNMENT PRINTING OFFICE: 1996-718-922

FORM FGIS 7
(NOV 95)

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE
OFFICIAL COMMODITY WEIGHT CERTIFICATE

ORIGINAL
NOT NEGOTIABLE

US- 5951

Delta Bulk Conveyor Convent, Louisiana
LOCATION WHERE SERVICE PERFORMED *(facility, city and state)*

June 6, 1996
DATE ISSUED

☐ OUT ☒ IN ☐ LOCAL TRANSFER ☐ EXPORT

☒ Barge ☐ Boxcar ☐ Hopper Car ☐ Sacked ☐ Container ☐ Truck ☐ Unit Train ☐ Vessel

This certificate is issued under the authority of the Agriculutral Marketing Act of 1946 as amended (7 U S C 1621 et. seq.) and the regulations thereunder (7CFR 868 1 et. seq.), and is receivable in all courts of the United States as prima facie evidence of the truth of the statements therein contained. This certificate does not excuse failure to comply with the provisions of the Federal Food Drug and Cosmetic Act, or other Federal laws

NAME OF PRODUCT	IDENTIFICATION OF CARRIER	GROSS
Rice	PML-703	
TIME STARTED: 12:23 A.M. ☐ P.M. ☒	TIME FINISHED: 3:02 A.M. ☐ P.M. ☒	TARE
ISSUING AGENCY *(Identify Cooperating Agency or FGIS as applicable)*: FGIS New Orleans F.O.	REMARKS AND STOWAGE: The barge was checked and found empty by JW at 1503 hrs. on 6/6/96.	*NET WEIGHT* ☐ METRIC TONS ☒ POUNDS: 3,100,210
SIGNATURE/CODE: John B. Weicher		

I certify the services specified above were performed with the results stated. This certificate is issued to show the weight of the commodity identified herein only at the time and place of official weighing. It may not represent the weight at a different date or place.

WARNING: Sec 203(h) of the Agricultural Marketing Act of 1946 provides that anyone who shall knowingly falsely make, issue, alter, forge, or counterfeit any official certificate, or aid, assist, or be a party to such actions, is subject to a fine or not more than $1,000 or imprisonment for not more than 1 year, or both. The conduct of all services and the licensing of weighing personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, age, or national origin.

j. **Form FGIS-7, Commodity Weight Certificate** (Exhibit K). Form FGIS-7 is designed to be completed easily by hand. An automated certificate-printing program is not provided for Form FGIS-7.

TABLE 1 STATEMENTS FOR OFFICIAL GRAIN WEIGHT CERTIFICATES	
UNDER AUTHORITY OF UNITED STATES GRAIN STANDARDS ACT	
Form FGIS-960, Form FGIS-960-L, Form FGIS-960-10	"I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate, and that on the above date the following identified grain was weighed under the Act, with the following results:"
Form FGIS-964	"I certify that I am **EMPLOYED** by or at the **IDENTIFIED FACILITY** and approved to weigh the kind of grain covered by this certificate, and that on the above date the following identified grain was weighed with the following results:"
Form FGIS-960, Form FGIS-960-L, Form FGIS-960-10	**WARNING:** Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such actions, or otherwise violate provisions in the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws, is subject to criminal, civil, and administrative penalties."
Form FGIS-960, Form FGIS-960-L, Form FGIS-960-10	"This certificate is issued under the authority of the United States Grain Standards Act, as amended (7 U.S.C. 71 et **seq**) and the regulations thereunder (7 CFR 800.0) It is issued to show the kind, class, grade, quality, condition or quantity of grain; or the condition of a carrier or container for the storage or transportation of grain; or other facts relating to grain as determined by official personnel. The statements on the certificate are considered true at the time and place the inspection and weighing was performed. The certificate shall not be considered representative of the lot if the grain is transshipped or is otherwise transferred from the identified carrier or container or if grain or other material is added to or removed from the total lot. If this certificate is not canceled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.
All**	According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB controls for this information collection is _____ . The time required to complete this information collection is estimated to average _____ minutes per response, including the time for re-viewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.
All	The conduct of all services and the licensing of personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, national origin, age, or handicap.
Form FGIS-961	This grain was officially weighed as an undivided lot of _____ pounds. No part of the lot was officially weighed as a separate unit.
Form FGIS-964	"THE CLASS Y WEIGHT INDICATED ON THIS CERTIFICATE WAS DETERMINED BY PERSONS EMPLOYED BY OR AT THE IDENTIFIED FACILITY WHO ARE OCCASION-ALLY SUPERVISED BY THE SUPERVISING AGENCY. THE SUPERVISING AGENCY DID NOT DETERMINE THE WEIGHT OF THE GRAIN IDENTIFIED ON THIS CERTIFICATE. "This certificate is issued under the authority of the United States Grain Standards Act, as amended (7 U.S.C. 71 et seq.), and the regulations thereunder (7 CFR 800.0 et seq.) to show the weight of grain at the time and place of weighing. It may not represent the weight at a different date or place. The statements on the certificate are considered true at the time and place the weighing was performed. If this certificate is not canceled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.
Place the statements above on the original and all copies of the official grain weight certificates. Place the statements on the certificates listed on the corresponding column of the statements. *** U.S. Government Certificates only*	

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2.3 DOCUMENTATION

This section of Chapter 2 deals with documentation of grain weight and grain flow integrity. This information provides a backup for official and supervision of grain weight certificates. The logs and tapes are admissible as prima facie court evidence and will be used as proof that certificates are correct. Therefore, it is important that the weigher enter as much clear, concise, and accurate information as possible. Information or unusual events that might relate to the grain weight (e.g., light loads, open hatch covers, appearances of pilferage, etc.) should be documented on the appropriate scale tape on a sheet of paper attached to the scale tape when logs are not used. Supervisors are responsible to assure logs are correctly used and those official personnel record all necessary information.

a. **Scale Tapes.**

Scale tapes. Scale tapes are supporting fact documents to the log and certificate. The gross and tare weights are recorded on the tapes as the grain is weighed. Official personnel should record the following information on each tape if the scale does not preprint the information (required): gross weight(s), tare weight(s), total net weight, kind of grain, date, time, sublot number, scale number, carrier identification, tape identification, and authorized or licensed weigher's initials or signature. Rubber stamps with labeled spaces for this information may be used to assure that it is included on the tape. Scale tape identification may be numbered consecutively or numerically alphabetized. Retain the original tape with the certificate or log for 5 years.

Do not allow manual manipulation of the printer's scale tape weight, except for those devices controlled and supervised by licensed or authorized personnel. Additions or subtractions to the printed total to account for spills may be entered by hand. Official personnel should initial all notations or changes to scale tapes, next to the change.

If weighing stops (e.g., lunchtime), either subtotal and initial the tape, or total and remove the tape from the printer. When weighing resumes, subtotal the tape and verify that the weight matches before resuming using either method.

(1) **Electronic Scale Tape Verification.** Verify weight display values with printed weight values on each weight entry when elevator scales are manually operated. Periodically verify the draft weight display value to the printout to assure proper system operation when electronic scales operate in the automatic mode, and to assure proper system operation and detect printer malfunctions promptly.

(2) **Multiple Weight Displays and Printers (Home and Remote)**. Use the tape from the official printer (designated by the field office manager or scale specialists) for certification and record keeping purposes. About three to four times per shift, crosscheck agreement of printed weight values from all printers with one another. Stop weighing at once if there are differences. Differences between the printers could indicate possible printer problems. Promptly inform the scale specialist of the problem and document the occurrence in the FGIS-963, Scale Record Log.

When supervising the weighing of export shiplots, document the scale tapes in one of the following ways:

(a) Sublot Method.

At the end of a sublot, total or subtotal the tape(s). Place the sublot number and your initials next to the total or subtotal. If the tape's weight is a subtotal, manually calculate the weight the tape represents of the sublot, and place on the tape with all the other required information. Do not splice tapes with adhesive tape, number the tape parts and identify the parts on the Weight Loading Log. Check the scale tape(s) for errors before transferring to the FGIS-968.

(b) Subtotal Method.

Subtotal the tape and place the weight of the subtotal on the FGIS-968, Weight Loading Log. Check the scale tape for errors, initial it and if not printed, record the time for the subtotal on the tape.

Section 2.3 (B) (2), How to Complete the Weight Loading Log gives instructions on how to determine which method to use.

b. **Certificates as Source Documents.** Record the scale number or designate on the certificate when the certificate or special design certificate is used to record weight impressions from printers (e.g., on some inbound truck scales).

Exhibit M. Weight Loading Log Instructions

1 Identification of Carrier - Name of ship, number, etc.

2 Location (City and State) - Location of grain facility.

3 Account of - The name of the grain facility (e.g., Cargill Irving Elevator). If the elevator is not the owner of the grain, record the elevator and the owner (e.g., Public Elevator/Concourse Grain Company).

4 Load Order - Contract load order number for the lot. Entry optional.

5 Grain - Kind of grain.

6 Field Office - The field office that has jurisdiction over the grain facility. This entry may also include State jurisdiction (e.g., Mobile FO/State of Alabama).

7 Loading Started - Time and date the first grain was loaded aboard the vessel. Record in Military time.

8 Loading Finished - Time and date all the grain was properly stowed aboard the vessel. Record in Military time.

9 Stowage of Vessel - List the holds into which the grain was loaded and notation on the type of ship, i.e., tanker, 'tween decker, etc. When the stowage is identical to inspection, this entry may be omitted. Write "See Inspection Log" in the stowage space.

10 Hold No. – Condition, date, time, and initials of inspector for PRIOR-TO-LOADING STOWAGE RESULTS. This entry may be omitted. See “STOWAGE OF VESSEL”.

11 Date - Date of sublot/subtotal cutoff.

12 Time - Start and finish time for the sublot or subtotal. This entry may not be on an individual tape basis. Record in Military time.

13 Sublot - This entry will correspond to the inspection sublot number. This may not be applicable at elevators that are using the subtotal method.

14 Tape – The number of the scale tape corresponding to the subtotal or sublot entry.

15 Shipping Bins – If the elevator has a shipping bin system, record bin numbers here to ensure grain flow integrity. If the elevator does not use shipping bins, leave this column blank.

16 Stowage – Record stowage for the sublot or subtotal. This entry is optional when inspection stowage is identical. If the entry is omitted, write “See Inspection Log” in the stowage column.

17 Scale No. - Number of scale used for the corresponding entry.

18 Weight - Record the amount of grain weighed on the corresponding scale.

19 Total Pounds - Record the total amount of grain weighed for the sublot or subtotal. If the elevator uses more than one scale, add all weights for the scales used and record that amount in this column.

20 Accumulated Pounds Prev. Pg. - Use this space to record the total accumulated pounds from the previous page.

21 Accumulated Pounds - Use this column to keep a running total of pounds for the ship.

22 Weigher – Initials of the weigher responsible for this line of the log.

23 Remarks – This column will be used to record anything associated with, or unusual to, the weighing operation and certification of the shiplot. Date and time columns are provided for recording when these events occur.

- results of the preloading survey;

- notations regarding downtimes in the weighing or loading operation (e.g., lunch, weather, overnight, etc.);

- notations on scale malfunctions;

- weighback weights and explanations for the weighbacks;

- rejected and returned (R&R) explanations;

- notations regarding periodic verification of control board indicators and actual house setting;

- results of the postloading survey;

- cutoff weights and times;

- final corrections for spills.

24 Grain Handling Practices Observations – Date, time, and inspector’s initials making tours of facilities following Grain Handling Practices instructions. Do not state results.

25 Total Net Weight Loaded – The total amount of grain officially weighed.

26 Certified By (signature) – Signature of the weigher who finished the ship, the last weigher to work the log.

27 Printed Name – The printed name of the individual certifying the log.

28 Date – The date the log is certified.

29 Reviewed By (signature) – Signature of the individual who reviewed the log.

30 Printed Name – The printed name of the individual who reviewed the log.

31 Date – The date the log is reviewed.

Exhibit N. Weight Loading Log

FORM FGIS-968 (APR 99) (Previous editions are obsolete)

U.S. DEPARTMENT OF AGRICULTURE
GRAIN INSPECTION, PACKERS AND STOCKYARDS ADMINISTRATION
FEDERAL GRAIN INSPECTION SERVICE

WEIGHT LOADING LOG

This log is NOT an official certificate of weight

Instructions on reverse

IDENTIFICATION OF CARRIER 1
LOCATION (City, State) 2
ACCOUNT OF 3
LOAD ORDER 4
GRAIN 5
FIELD OFFICE 6
LOADING STARTED DATE TIME 7
LOADING FINISHED DATE TIME 8
STOWAGE OF VESSEL 9
HOLD NO.: CONDITION: DATE/TIME: BY: 10
Page _____ of _____

DATE	TIME From	TIME To	SUBLOT	TAPE	SHIPPING BINS	STOWAGE	SCALE NO.	WEIGHT	TOTAL POUNDS	ACCUMULATED POUNDS Prev. Pg.: 20	Weigher	REMARKS DATE	TIME	
11	12		13	14	15	16	17	18	19	21	22			23

Preloading/Postloading Survey Results

Notations Regarding Downtimes

Reject & Return Explanations

GRAIN HANDLING PRACTICES OBSERVATIONS:
DATE TIME BY: 24

TOTAL WEIGHT LOADED (pounds) 25
CERTIFIED BY *(signature)* 26 PRINTED NAME 27 DATE 28
REVIEWED BY *(signature)* 29 PRINTED NAME 30 DATE 31

WARNING: Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this log or participate in any such actions or otherwise violate provisions in the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws is subject to criminal prosecution and assessment of civil penalties.

c. **FGIS-968, Weight Loading Log.** Use the Weight Loading Log, FGIS-968, for documenting events as they occur when weighing shiplot grain. It adapts to shipping bin and continuous loading systems. All agencies and field offices are required to use the Weight Loading Log (FGIS-968) for export shiplot grain, unless otherwise approved by the Weighing and Equipment Branch.

(1) **Use as Documentation.** Use the weight loading log to document the exact loading history of shiplot grain. It is the primary support document to the Official Grain Weight Certificate. Use it to document the grain flow by using shipping bin numbers, stowage, remarks, etc. The entries must be accurate and neat to reconstruct the events that occur during the weighing and loading of a ship.

(2) **How to Complete the Weight Loading Log.** Keep the log as neat and legible as possible. Cross out, with one red line, rejected and returned shipping bins. Explain in the "Remarks" column or "Stowage" block why the bin was returned, and adjust the accumulated pounds to the correct weight if necessary. Record the amount adjusted (total pounds column) in red. Log all grain weighed, rejected, or voluntarily returned on the weight loading log. If the elevator voluntarily returns weighed grain, write "The elevator elected to return." Be sure to document the delivery system cleanout verification when lots change or finish (e.g., shipping bins, belts, etc.).

Do not use "white out" on the Weight Loading Log. Draw a line through any mistakes and initial the new entry. Obtain the final total for spills at the end of the ship. If the elevator elects to have the spilled amount subtracted, enter the time and amount in the "Remarks" section and adjust the accumulated pounds. If the elevator elects to replace the spilled amount with a like amount of grain, record the amount, time, and the scale used in the remarks section of the FGIS-968. Retain the FGIS-968 with the scale tapes for 5 years.

Of the two methods of completing the FGIS-968, sublot and subtotal, use the sublot method whenever possible.

Sublot Method. Use the sublot method when the sublot weight correlates with the official grain sample. Use the protocol outlined on page 1-10 of Chapter 1, for establishing sublot size, etc.

When the sublot completes, total or subtotal the tape(s) on the FGIS-968, Weight Loading Log.

(a) Total or subtotal the tape(s) on the FGIS-968, Weight Loading Log.

Record the weight for <u>each</u> scale in the weight column (18) “Weight” corresponding with the scale and tape numbers in columns (14) “Tape” and (17) “Scale No.” Record the tape's sublot net weight only in column (18) “Weight”, not tape subtotals.

1) Place the total weight for the sublot, the sum of all tapes for the sublot in column (19), adjacent to the last tape entered for the sublot.

2) Add the total for the sublot to the previous accumulated pounds total column (21).

Any other pertinent information concerning the sublot goes in the "Remarks" area. Notify the inspector when the sublot completes and give the inspector the start/finish times and weight.

Subtotal Method. Use the subtotal method when the weighed grain from the scales does not correlate with the official grain sample (e.g., surge or shipping bins located between scales and D/T mechanical samplers).

Subtotal each scale and place the subtotal for each scale in the weight column (18) “Weight” and the corresponding scale number in the scale column (17) “Scale No.” at shipping interruptions

such as lunch, shift changes, or at any other interval the field office manager deems appropriate.

1) Place the total of the weights in the "Total Pounds" column (19).

2) Add the total pounds to the previous accumulated weight and place the new accumulated weight of the vessel in the accumulated pounds column (21).

d. **Automated Weighing System Documentation.** An automated weighing monitoring system is a computerized system intended to run without continual monitoring by an inspection/weighing team. These systems evaluated and approved by GIPSA must perform as many of the weigher tasks as possible automatically. An inspector or supervisor must perform any tasks not performed automatically. All entries into logs are automatic, other than remarks and spill log entries. Spill corrections are automatically calculated on the weight loading log.

(1) **Weight log.** Official record of an export weighing operation which automatically allows reconstruction of a weighing operation in case of problem or complaint. Print the loading log when the vessel completes and retain 5 years.

(a) **Header.** Places for identification of the carrier, elevator, field office, load order, type of grain, start and stop times for loading. The start and stop times refer to actual grain loading, not inspections before or after.

GIPSA has developed a system for automating the cusum inspection procedure. In connection with that, a 15-digit GIPSA Lot ID Number will be required on the header as that system comes online.

(b) **Line Entries.** Each line on the Weight Log corresponds to a sequence of drafts going from one shipping bin. The scale should be totaled at the end of the sequence.

1 **Date and Times:** The times of the first and last drafts included in the line of the weight log. These times must correspond to the times printed for those drafts on the scale

tape, as scales tapes will no longer be cut, stamped, and given an ID number when the scale is totaled. The starting and ending times for the line in the weight log are critical to identifying the section scale tape, which corresponds to that line.

2 **Scale and Shipping Bin ID Numbers:** A scale should be totaled before its connection to a shipping bin is broken, and two scales are not normally allowed to feed the same at one time. A line entry should have only one scale number and one shipping bin number.

3 **Weight:** The total weight of the sequence of drafts represented by the line entry.

4 **Sublot Number:** The sublot to which the grain represented by the scale tape was assigned. This number may have to be changed if a sublot is sent back to the house.

5 **Total Pounds:** This is the total weight in the sublot. It should be entered on the last line assigned to the sublot in question. Other lines for that sublot should have this entry blank.

6 **Accumulated Pounds:** Total weight of all sublots before and including the one represented by the line entry in question. It should be entered on the last line assigned to this sublot. Other lines for this sublot should have this entry blank. The computer should be able to make corrections to the accumulated pounds for spills and sublots returned to the house.

7 **Stowage:** The destination of the grain (hold number, or returned to elevator).

8 **Weigher's Initials:** This should show the initials of the person who acknowledged the "OK to Weigh" at the beginning of the tape or the "Pull Sample" at the end of the tape.

9 **Remarks:** These do not correspond to the figures on the line to their left. Some remarks are filled in before loading begins.

(2) **Event log.** The event log does not have a form to be printed on. Event logs are detailed, supplemental information that the field offices and agencies keep, aiding in reconstructing a weighing operation. Event logs are normally printed, but can also can be kept on computer disks. The Weighing and Equipment Branch decides when and whether computer disks can replace hard copies. Retain event logs for 3 years.

Typical List of Events Logged
Log-in or log-out of Official personnel
Permissive issued
Messages issued by the system
Acknowledgement of messages by Official personnel
Diagnostic checks performed
Scale tests performed (lifting weights)
Alarms, with description
Corrective action taken for an alarm (manual entry)
Other manual entries
(Any other event of interest to FGIS)

(3) **Video tapes.** Video tapes used in time-lapse recording of closed-circuit television installations. Retain for 90 days.

Exhibit O. FGIS-9601, Repair/Modification Notice

OMB Approval No.:0580-0013
Expiration Date: 6-30-94

U.S. DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE
FIELD MANAGEMENT DIVISION

REPAIR/MODIFICATION NOTICE

SERIAL NUMBER *(Optional)*

NAME AND LOCATION OF FACILITY

DATE | TIME ☐ A.M. ☐ P.M.

REQUESTED BY

PERSON NOTIFIED

SIGNATURE OF PERSON NOTIFIED

☐ EMERGENCY BREAKDOWN

☐ NON-EMERGENCY BREAKDOWN

MALFUNCTION NOTED

☐ HANDLING/DELIVERY SYSTEM

☐ SCALE(S) SYSTEM

☐ GRAIN SPILL(S)

REMARKS:

ACTION TO BE TAKEN BY FGIS

UNTIL REPAIR OR MODIFICATION IS COMPLETED, WEIGHT CERTIFICATION:

☐ WILL BE DISCONTINUED

☐ WILL CONTINUE

☐ WILL CONTINUE UNDER THE FOLLOWING CONDITIONS:

REPAIR/MODIFICATION COMPLETED

DATE | TIME ☐ A.M. ☐ P.M.

(Signature of Official Personnel)

FGIS-9601 (9-92) (Replaces Form WH-13 which may be used) **Part 1 - ELEVATOR**

e. **When to Use the FGIS-9601, Repair/Modification Notice.** Use the Repair/Modification Notice (FGIS-9601) to inform the elevator of a needed repair or operational change. Use only to request repairs needed to ensure grain flow integrity, accurate weights, safety, or to report noncompliance activity of prohibited grain handling practices. Retain for 5 years.

(1) **Instructions for Use.** To complete the Repair/Modification Notice, enter the following information (see Exhibit O):

(a) Serial number - optional.

(b) Name and location of facility.

(c) Date the form was prepared.

(d) Name of official personnel (Supervisor or Scales Specialist) requesting repair or modification.

(e) Name of elevator person notified.

(f) Signature of the person notified.

(g) Check block - emergency breakdown or nonemergency breakdown.

(h) Check block to fit malfunction and explain in remarks what the malfunction is and its location.

(i) Check appropriate block and explain any conditions.

(j) Date of the completion of repair/modification.

(k) Explain what was done and any other pertinent information.

(l) Time the modification was completed.

(m) Signature of official inspection personnel who observed the completion of the repair/modification.

(2) **Distribution.** Complete the notice up to, and including, the "Action To Be Taken By FGIS" section. Give the person notified of the necessary repairs

or modifications the "Part - 1 Elevator" copy of the notice. After the repairs or changes are made, complete the "Repair/Modification Completed" section of the notice and send part 2 to the field office.

Exhibit P. FGIS-966, Seal Log (Book Form)

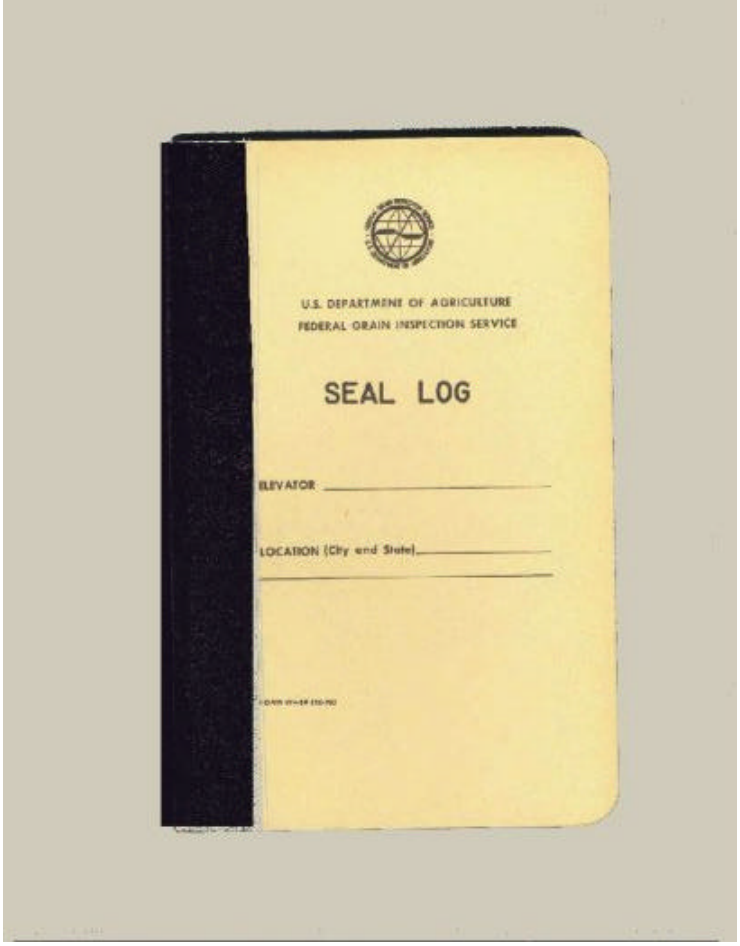


Exhibit Q. WH-14-, Seal Log (Pad Form)

U.S. DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

SEAL LOG

ELEVATOR NAME		LOCATION (City & State)	

NUMBER OF SEAL APPLIED	LOCATION	TIME	DATE	INI-TIALS	NUMBER OF SEAL REMOVED	LOCATION	TIME	DATE	INI-TIALS	SHIFT CHECK

FORM WH-14-1 (12-79)

f. **FGIS-966, Seal Log.** Use the Seal Log, FGIS-966 (book form) or WH-14-1 (pad form), to record the application or removal of security locks or seals. Enter the seal number or lock serial number and the location of the control point on the log. Record the opening and closing of locks to verify the grain flow. Weighers need not record seal and lock numbers on the FGIS-968, Weight Loading Log.

Check the locks and seals periodically during the shift. If the lock or seal has been broken or tampered with, contact the supervisor immediately. Determine the cause, time frame, and resulting impact for possible action. See section 1.5 (B) of Chapter 1 of this Handbook for seal or lock application procedures.

Use the pad form of the Seal Log (WH-14-1) when carbon copies are required or if the form is filed separately with other carrier documentation. Retain the seal logs for 5 years.

Seal Log Instructions. Use the Seal Log to record the following information:

(1) Identify the number of the lock or seal applied.

(2) The control points where the seal or lock was applied. Describe the exact location, and use the reference number where applicable.

(3) Military time the seal or lock is applied.

(4) The month, day, and year that the seal or lock is applied.

(5) The initials of the official personnel applying the seal or lock.

(6) The identifying number of the seal or lock removed. This should correspond to the number that was applied. If it does not, or the seal or lock has been tampered with, contact the supervisor.

(7) The location where the seal or lock was removed.

Exhibit R. FGIS-967, Correction Log for Grain Spills

U.S. DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

NAME OF CARRIER

NAME OF ELEVATOR

LOCATION *(City and State)*

CORRECTION LOG FOR GRAIN SPILLS

(see instructions on reverse)

DATE OF SPILL	LOCATION	AMOUNT *(Lbs.)*	TIME	NAME OF OFFICIAL NOTIFIED	ACTION TAKEN	TIME RECTIFIED	REMARKS	INITIALS

FORM FGIS-967 (11-85)

g. **FGIS-967, Correction Log for Grain Spills.** Use the Correction Log for Grain Spills to record all spills, regardless of whether or not they are returned to the grain flow. Record all grain spills because there is often delay in returning the grain to the flow and constant monitoring is not always possible. *On export, fill out a spill log on each vessel, even if there are no spills.*

Check inbound grain spill areas often, so that the proper inbound carrier is credited with the spill. The elevator may return spills to the flow of the grain, at their option.

Visually inspect outbound grain spills to determine if the grain may be returned to the flow. Contaminated spills (as determined by qualified personnel) cannot be returned to the grain flow.

Monitor all spills, as practicable, until they are returned or replaced. If a spill is returned or removed without the supervision of official personnel, subtract the weight from outbound carriers or credit the weight to inbound carriers using the approved statement. Only the final spill adjustment at the end of the loading of a vessel needs to be entered on the weight loading log.

Retain the Correction Log for Grain Spills for 5 years.

How to Use the FGIS-967. Use the Correction Log for Grain Spills to record the following information:

(1) The identification of the carrier (lot number, container ID, etc.).

(2) Note the month, day, and year of the spill.

(3) Location of the spill.

(4) The estimated amount of spilled grain.

(5) Reported time of spill.

(6) The name of the elevator official notified of the spill.

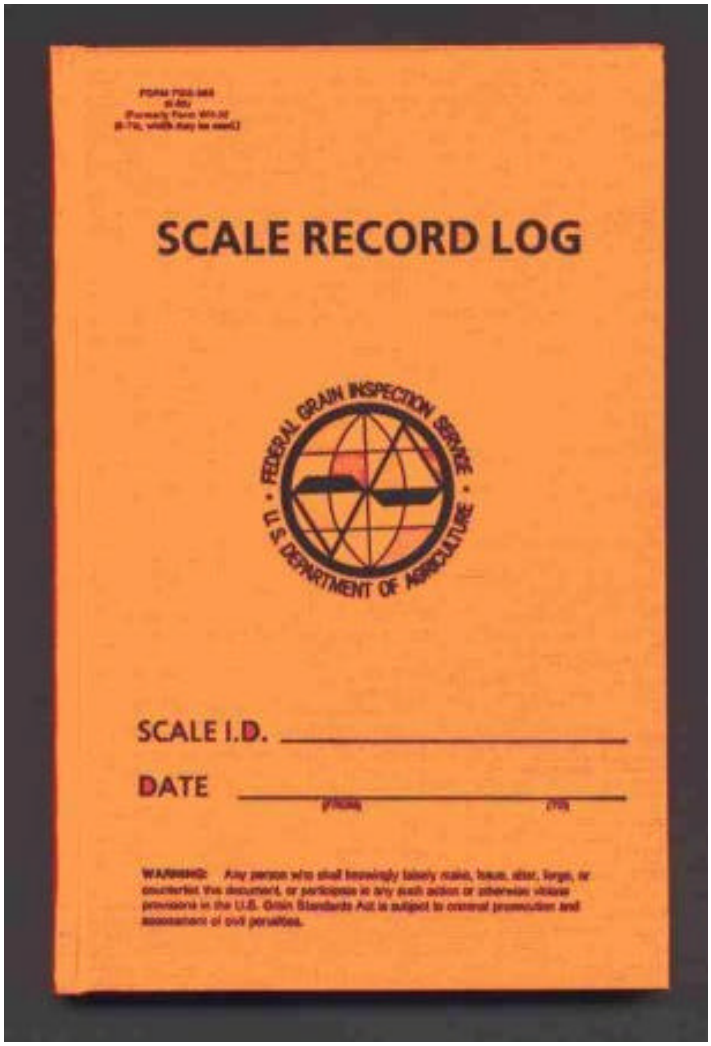
(7) Note whether the spill is replaced, returned, or subtracted.

(8) The time the spill was corrected.

(9) Any remarks the weigher has relating to the spill, e.g., out of condition, part of the spill replaced, etc. On multiple lot ships, record in the "Remarks" area the lot number when the spill occurred.

(10) The initials of the person estimating the spill.

Exhibit S. FGIS-963, Scale Record Log



h. **FGIS-963, Scale Record Log.** Official personnel must keep and maintain, near the indicating element or weight display of each scale, a Scale Record Log.[1] The log is an official record so its accuracy must be carefully maintained. The log should provide historical data on each scale, including, but not limited to:

1 Most indicating elements are in elevator controlled areas -- this is acceptable.

(1) scale tests - dates, times and comments; (2) scale and related equipment malfunctions; (3) scale console sealing dates and data; and (4) any additional information required by the field office manager.

Instructions for Use.

(1) On the front cover, complete the scale ID and the period the log covers.

(2) On the outside back cover, complete the elevator name, location, serial number, and the scale capacity.

(3) On the inside pages, record (1) the dates and results of scale tests; (2) scale and related equipment malfunctions; and (3) any additional data required by the field office manager.

(4) On the inside back cover, record (1) the dates and results of scale tests; (2) scale and related equipment malfunctions; and (3) any additional data required by the field office manager.

(5) When the log is full, file at the field office, delegated State, or designated agency office, as appropriate, and retain as a historical record of the scale's performance.

Exhibit T. FGIS-991, General Service Worksheet

USDA-FGIS

GENERAL SERVICE WORKSHEET

(Reverse may be used for continuation of remarks, seals, and identification of carrier)

FIELD OFFICE (2): Corpus Christi

PAGE (3): 1 of 1

NAME AND ADDRESS OF APPLICANT (1): Corpus Christi Public Elevator, P.O. Box 2229, Corpus Christi, TX 78402

LOCATION OF COMMODITY (4): Berth # 1, Corpus Christi, TX

COMMODITY (5): CORN

TYPE OF MOVEMENT (6): ☐ IN ☐ OUT ☒ EXPORT ☐ LOCAL TRANSFER

ID NO. (7): LOT # 1

CONTRACT NO. (8): P.O. 894277689

IDENTIFICATION OF CARRIER (9): M/V Jacinto Challenger

SEALS (10): N/A

GROSS WEIGHT OF FILLED CONTAINERS (11)

110.6	111.0		
111.0	110.9		
110.8	110.8		
111.0	110.7		
110.6	110.9		
110.7	111.0		
111.0	111.0		
111.1	110.9		
110.9	111.1		
110.9	110.9		
111.1	110.8		
110.8	111.1		
111.0	110.9		
110.8	111.0		
110.7			
110.9			
111.0			
110.9			
111.1			
110.6			
110.8			
111.1			

TOTAL GROSS WT. (18): 3992.4

WEIGHT OF EMPTY OUTER CONTAINERS (14): 20 sacks

TOTAL (15): 14.4 lbs.

WEIGHT OF EMPTY INNER CONTAINERS (16): N/A

TOTAL (17): N/A

NUMBER AND KIND OF CONTAINERS (12): 8900 – 50 KILO BURLAP SACKS
Marks: Wonder Corn/Product of The/United States
Located in area B-7.

SAMPLER (13)	DATE	TIME START	TIME STOP	HOURS WORKED	SERVICE PERFORMED
Eddie Brown	8-2-00	0800	1630	8*	Weighing
Eddie Brown	8-2-00	1630	1930	3	Checkloading
			TOTAL HOURS	11	

REMARKS (24): * 1/2 hr. lunch
Hold No. 3 examined and found to be clean, dry, and free of infestation at 1600 hrs.
2 sacks broken, not replaced, deduct net avg./sack x (2) from net weight.

SCALE INFORMATION (25)

SCALE ID	DATE	TIME	CONDITION	WEIGHER
003	8-2-00	0800	OK, clean	E.Brown
"	"	1030	" , "	"
"	"	1230	" , "	"
"	"	1430	" , "	"

WEIGHT PER CONTAINER (19)

GROSS (20): 110.90 TARE (21): 0.72 NET (22): 110.18

CONDITION OF CONTAINER: (23) N/A

CONDITION OF COMMODITY: N/A

CONDITION OF CARRIER: (see remarks)

COMMODITY FUMIGATED WITH: N/A

ESTIMATED WEIGHT OF LOT

GROSS (26): 987,010 TARE (27): 6,408 NET (28): 980,382

WARNING: Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this report, or participate in any such actions, or otherwise violate provisions in the U.S. Grain Standards Act, Agricultural Marketing Act of 1946, U.S. Warehouse Act, or related Federal laws is subject to criminal prosecution and assessment of civil penalties.

SIGNATURE (29): Eddie Brown

FORM FGIS-991 (7-88) *(Combines Forms FGIS-991 (6-87) and WH-25 (4-79), which may be used.)* OVER →

i. **FGIS-991, General Service Worksheet.** Use the FGIS-991, General Service Worksheet, to compute and document the official weight when checkweighing sacked grain, rice, and pulses. Retain the General Service Worksheet for 5 years.

Instructions for Use. Use the General Service Worksheet for recording the following information:

(1) The name and mailing address of applicant.

(2) The field office covering the facility's area.

(3) Page number of form (and total) used to determine the certified weight.

(4) Location where service is provided.

(5) Type of commodity.

(6) Indicate the type movement as either IN, OUT, EXPORT, or LOCAL.

(7) ID No. of the lot.

(8) Contract No. of the lot if applicable.

(9) Indicate the proper carrier as a barge, boxcar, hopper car, sea van, truck, unit train, or vessel. State the name, initials numbers, etc.

(10) Place any pertinent seal information; seals broken, applied, etc.

(11) Record the individual gross weight of each container sampled.

(12) Record the lot size and a complete description of the containers, including any unique identifying marks, numbers, and symbols. If the grain must be confined to a specified area of a storage facility to preserve its identity before loading, record the specified area.

(13) Service performed areas; name of sampler, date, time started, time finished, and indicate weighing services performed, e.g., weight sampling, check-loading, etc.

(14) Record the number of empty outer containers weighed.

(15) Weight of empty outer containers.

(16) Record the number empty inner containers weighed.

(17) Weight of empty inner containers.

(18) Total Gross WT.; sum of all filled containers weighed by official weigher.

(19) Weight Per Container.

(20) Gross -- calculate by taking Total Gross Wt. (18) divided by number of samples in (18). Round the result to the nearest hundredth.

(21) Tare -- divide total Empty Outer Containers (14) by number of containers weighed, do the same for the inner containers, if applicable, add to outer tare. Round the result to the nearest hundredth.

(22) Net -- Gross per Container (20) minus Tare per Container (sum 14 and 17). Carry to the hundredth unit.

(23) Condition blocks, condition of container, commodity, carrier, and type of fumigation used, if applicable.

(24) Remarks, stowage examination statements, seal application, or removal, etc.

(25) Scale information, document balance, and strain tests for the shift in the spaces provided in the scale information area.

(26) Gross; multiply lot size by average gross per container. Round the result to the nearest pound.

(27) Tare; multiply lot size by average tare weight per container. Round the result to the nearest pound.

(28) Net; subtract the estimated total tare weight from the estimated total gross. The sum should be a whole number. Place this number in the net weight block of the certificate.

(29) Signature of employee completing the form.

Exhibt U., Application For Approval To Operate As A Weiging Facillity

U.S. DEPARTMENT OF AGRICULTURE
GRAIN INSPECTION, PACKERS AND STOCKYARDS ADMINISTRATION
FEDERAL GRAIN INSPECTION SERVICE

FORM APPROVED: OMB NO. 0580-0013

APPLICATION FOR APPROVAL TO OPERATE AS A WEIGHING FACILITY

This application form must be completed and approved before operating as a weighing facility (7 U.S.C. 7A(f).)

See reverse for additional instructions

NAME OF FACILITY:

ADDRESS: *(Street, City, State, and Zip Code)*

OWNER OF FACILITY:

NAME:

ADDRESS: *(Street, City, State, and Zip Code)*

OPERATOR OF FACILITY:

NAME:

ADDRESS: *(Street, City, State, and Zip Code)*

The following named persons are employed at this facility as weighers. Each individual has demonstrated the technical ability to operate grain weighing equipment and has a reputation for honesty and integrity.

All requirements and attachments are described on the reverse and must be met before signing application.

SIGNATURE OF OPERATOR AND DATE

SIGNATURE OF OWNER AND DATE

FGIS FORM 1001 OCT 94

(Replaces Form 164-30 (7/93) which is obsolete)

Public reporting burden for this collection of information is estimated to average .133 hrs. per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect to the collection of information, including suggestions for reducing this burden, to Department of Agriculture, Clearance Officer, OIRM, Room 404-W, Washington, DC 20250, and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

INSTRUCTIONS

Attached to this form will be:

A. A blueprint or similar drawing of the facility (if not on file in the field office or delegated state office) showing the locations of:

1. The loading, unloading, and grain handling systems;
2. The scale systems used in the weighing of grain and;
3. The bins, interstices, and other storage arrangements.

B. The identification of each scale in the facility that will be used for weighing grain under the Act.

C. If the facility has an automated data processing system directly related to, or indirectly interfaced through other devices or process but related to the handling or weighing or grain and certification of grain, the application shall show or be accompanied by the following information:

1. System planning documents which show (a) preliminary user requirements; (b) preliminary system design; (c) preliminary hardware/software definition, and (d) development project plans; or

2. System design documents which show (a) general user requirements; (b) detailed system requirements; (c) general system design; (d) detailed system design, and (e) implementation plans; or

3. Existing system implementation document which show (a) the identification and description of the existing system in terms of the locations, type, and model of the hardware, including but not limited to the mainframe, the terminals, printers, communications, hardware, and other related components and peripheral devices; (b) a description of the software, including but not limited to a listing of the source language for the application a flowcharts of the programs and subroutine (sub-programs); and a description, including the formats, of the input, output, and related records and files; (c) a document description of the changes or modifications made to an existing or planned system, and (d) a description of the procedures for testing the system; a description of the internal controls on accuracy and security for safeguarding the system from the loss, misrepresentation, or manipulation of data; and for providing audit trails; and (e) the instructions for operating the system including but not limited to (i) an operator's manual or instructions for operating and using the hardware and (ii) a user's guide for operating and using the application programs. Requests to operate as a weighing facility shall also show any related information which may be required by the Service.

D. Any related information requested.

FGIS FORM 1001 *Reverse*

j. **Form FGIS-1001, Application for Approval to Operate as a Weighing Facility.** The U.S. Grain Standards Act and regulations require facilities to submit information showing that the weighing facility and the elevator personnel operating weighing equipment at that facility meet the conditions necessary for official weighing. Facilities are required to provide this information when service is first established, and annually afterwards.[2] Facilities fill out the FGIS-1001, Application For Approval To Operate As a Weighing Facility, to document that their employees are trained to run scales and the importance of operating them properly for Official weighing.

Field offices, delegated, and designated agencies are responsible to see that this information is submitted annually. Agencies may obtain this form from their supervising field office. After agency managers receive and review the form FGIS-1001 and supporting attachments from the facility, they should send two copies of the form FGIS-1001 and supporting attachments to their supervising field office.

Field offices can use this form's annual completion as a cue to evaluate if the office's and agency's facility handbook(s) is in need of updating. The information required on this form is similar to the information required to compile facility handbooks. After field office managers know the information on the FGIS-1001 is accurate, send a copy of each FGIS-1001, to the Weighing and Equipment Branch.

Instructions for Use.

(1) Name of the facility, mailing and street address.

(2) Owner's name and address.

(3) Name of person or company who actually operates the facility.

(4) Names of persons employed at the facility that operate the facility's scales as weighers. By listing employees here, the facility is stating that these individuals can demonstrate a technical ability to operate grain weighing equipment and have a reputation for honesty and integrity. If the facility's personnel

2 The agency or field office may already have all the information shown on the back of the FGIS-1001, especially if the facility has been prompt in notifying official personnel of conditions affecting official weighing (official personnel should always be notified of changes affecting weighing). If this is the case, it is not necessary to submit the attachments with the FGIS-1001 again.

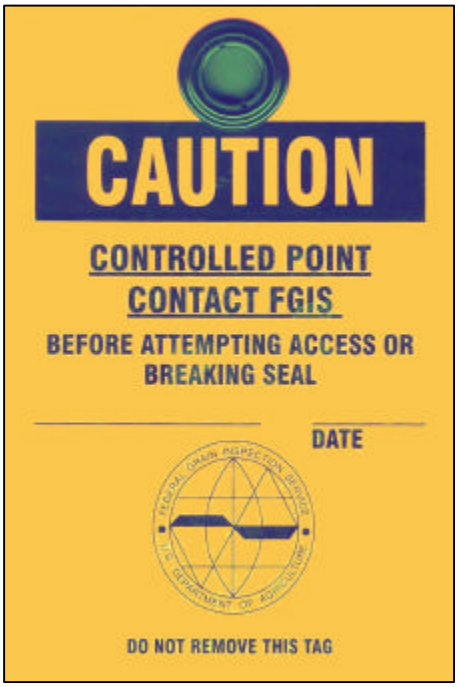
fluctuates because personnel are hired from employment pools, such as longshore personnel, the individuals who directly supervise these individuals (facility) or "key" longshore personnel can be listed. These blanks do not require the signature of the individual.

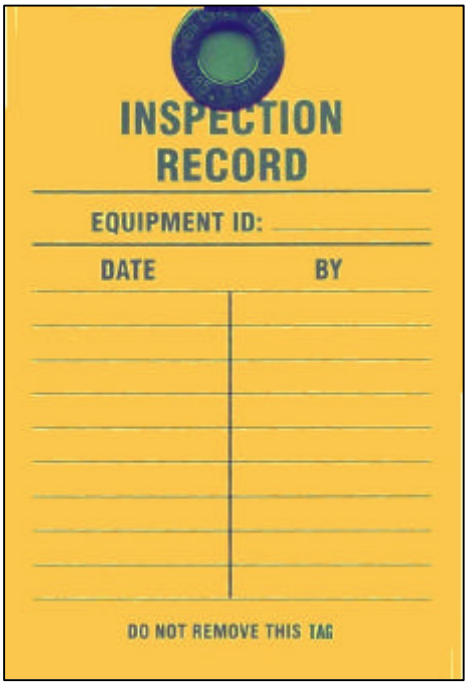
(5) Operator's signature with date (usually the plant superintendent or manager).

(6) Owner's or corporate officer's signature with date.

Exhibit V., Controlled Point Caution Tag

Exhibit W., Controlled Point Caution Label





k. **Form FGIS-999, Controlled Point Caution Label and Tag.**

Unauthorized seal breakage or lock removal can cause increased cost to industry because of the time and cost of retesting equipment when its integrity has been lost. To aid in avoiding accidental seal breakage, a controlled point caution label or tag may be used. The label (Exhibit V) serves only as a caution notice and is self-sticking. The tag (Exhibit W) version has space on the back for documenting checks of equipment, and has a plastic grommet so that it allows attachment by lock, wire seal, railcar seal, or plastic tie wrap. Both are bright orange in color.

Use the caution label/tag only in conjunction with a numbered railroad seal, lock, or pressure seal. Do not use the label itself as a sealing device. Follow applicable program area handbook requirements for seal record keeping information. Examples of proper placement for the labels/tags are on:

(1) Diverter sampler inspection doors;

(2) Interface panels from input/output devices (I/O's) to programmable logic controllers (PC's) or central processing units (CPU's) (as associated with automated weighing systems); and

(3) Scale external interfacing and control -- optical (opto) isolator boxes (as applicable).

Examples where <u>not</u> to use the labels: (1) load cell junction boxes; (2) supply cabinets; (3) sealing carriers; (4) sample containers; (5) moisture meters; (6) trailer doors; and (7) bins.

Official agencies may use the label or tags (Forms FGIS-999). Agencies order them from a local field office. Field offices use the fax order form presently used to order equipment-testing forms from the Weighing and Equipment Branch. A copy of the fax order form is available on the GIPSA internet homepage.

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2.4 APPROVED STATEMENTS

Use the statements and procedures provided in this section to address the most common situations that occur during weighing operations. The mandatory use of these statements does not, however, preclude adding factual information pertaining to the certificate into the remarks section.

The Weighing and Equipment Branch is the final approving authority for procedures, certification, and statements for situations not covered within Section 2.4. Contact the Weighing and Equipment Branch to assure accurate and uniform application of the decisions.

NOTE: Where statements use "an estimated (_____) pounds" and the grain has been officially weighed, the word "estimated" may be deleted (e.g., a spill containerized and weighed on a vehicle scale).

a. **General Situations.**

(1) **Weighing Grain Without Official Supervision - Export.** When export grain is weighed out of an export elevator at an export port location without official supervision, use the following procedure:

Immediately report all incidents to your field office manager. Submit a written report through the field office manager to the Director of the Compliance Division, with copies forwarded to the Chief of the Weighing and Equipment Branch.

Only certify grain that was officially weighed. Enter appropriate remarks in the supporting logs and note the circumstances on the scale tape(s). Do not alter any original figures.

Upon request of the applicant, enter the approved statement in the remarks section of the certificate.

Approved Statement.

"The net weight does not include the weight of grain claimed to have been loaded in the absence of official personnel."

(2) **Weighing Grain Without Official Supervision - Inbound (Class X).**

Partial Supervision. When intercompany barge grain is delivered into an export elevator at an export port location without the total supervision of official personnel and only part of the grain from the barge is officially weighed, use the following procedure:

Immediately report all incidents to your field office manager by telephone. Submit a written report through the field office manager to the Director of the Compliance Division, with copies forwarded to the Chief of the Weighing and Equipment Branch.

If authorized, certify only that grain which was officially weighed. Enter the approved statement in the remarks section of the certificate. Enter appropriate remarks in the supporting logs and note the circumstances on the scale tape(s). Do not alter any original figures. Do not put origin weights on the certificate.

Approved Statement.

"The net weight does not include the weight of grain unloaded in the absence of official personnel."

No Supervision. When intercompany barge grain is delivered into an elevator without the total supervision of official personnel and none of the grain from the barge was officially weighed, use the following procedure:

Immediately report all incidents to the field office manager by telephone. Submit a written report through the field office manager to the Director of the Compliance Division, with copies forwarded to the Chief of the Weighing and Equipment Branch.

Do not issue a certificate for the barge from which none of the grain was officially weighed. Enter appropriate remarks in the supporting logs, or in a memo to the files.

Approved Statement.

No approved statement.

(3) **Corrected Certificates.** When one or more errors are found after issuance, use the following procedures:

Issue a corrected certificate. Record the identical information and statements that were shown on the incorrect certificate and the following additional information: (1) the correct statement or information instead of the incorrect or omitted information; (2) the term "Corrected Original" on the corrected certificate, and "Corrected Copy" on the copies; and (3) the new serial number and enter the applicable statement(s) in the remarks section of the corrected certificate. Mark the original (or one copy, if the original is not returned) of the incorrect certificate VOID in a clear and conspicuous manner; enter the corrected certificate number and issue date. File the corrected copy and destroy all other copies. To prevent the fraudulent and unauthorized use of the superseded certificate, use other precautions as necessary.

If the incorrect certificate and all copies are in the custody of the issuing agency, enter only statement (1) in the remarks section.

If the incorrect certificate and all copies are not in the custody of the issuing agency, enter statements (1) and (2) in the remarks section.

Approved Statements.

(a) "This certificate is corrected as to _____ and supersedes certificate No. US _____."

(b) "The superseded certificate identified herein has not been surrendered."

Limitations. Do not issue corrected certificates:

(1) when a certificate has been superseded by another certificate; (2) when more than 1 year after the date of issuance of the incorrect certificate; or (3) in any manner other than as prescribed in the regulations.

(4) **Duplicate-Original Certificates.** When an official certificate has been lost or destroyed and has not been superseded, and the applicant for the service requests a duplicate-original certificate, use the following procedure:

Issue a duplicate-original certificate only after receiving a written request. Show the same information and statements that were shown on the lost or destroyed certificate and place the following information on the duplicate-original certificate: (1) on the original of the duplicate certificate show the term "Duplicate Original;" (2) on the copies of the duplicate certificate the term "Duplicate Copy;" (3) cross out the number on the duplicate-original certificate and replace below it the number of the lost or destroyed certificate; and (4) show the approved statement on the original and all copies.

Approved Statement.

"This duplicate certificate is issued in lieu of a (lost) (destroyed) certificate."

(5) **Official Grain Weight Certificate (Divided).** When an applicant requests, in writing, a divided-lot certificate on an export shipment of grain within 5 business days after the latest date on the certificate, use the following procedure:

Issue an official grain weight certificate (FGIS-960) for the undivided lot of grain. The certificate to be divided must: (1) be in the custody of the agency or FGIS; (2) have identical statements in the remarks sections; and (3) have the same serial number as shown on the superseded certificate, except when hyphenated and chronologically numbered (e.g., 1764-1, 1764-2, 1764-3, etc.).

Approved Statements. Show on the superseded official grain weight certificate (FGIS-960):

"Void-Surrendered for divided-lot certificates (Number) thru (Number), inclusively."

Limitations. Never show on a divided-lot certificate, individually or in the aggregate, a quantity of grain different from the quantity shown on the superseded certificate. There will be no combining or further dividing of the divided-lot certificates, except as provided in special cases by the Administrator.

NOTE: Upon the request of the applicant, different load numbers may be shown on the divided-lot certificates.

(6) **Official Commodity Weight Certificate (Divided).** Issue divided-lot certificates for bulk commodities after the applicant has applied in writing, and has applied within 5 business days from the original certificate's issuance (FGIS-993, see page 2-17 for an example). Use the following procedure:

Issue an official commodity weight certificate (FGIS-993) for the undivided lot of commodity. The certificate to be divided must: (1) be in the custody of the agency or FGIS; (2) not have been superseded; (3) contain the required statements; and (4) show the identification of the divided-lot certificates.

Show on all official commodity weight certificates (Divided) (FGIS-993): (1) identical information that was shown on the official commodity weight certificate (FGIS-993), except show the net divided weights as the applicant requested; (2) identical statements in the remarks sections; and (3) the same serial number as shown on the superseded certificate, except that each divided-lot certificate has added a serially numbered suffix (e.g., 1764-1, 1764-2, 1764-3, etc.).

Approved Statement. Show on the superseded official commodity weight certificate (FGIS-993, see page 2-19 for an example):

"Void-Surrendered for divided-lot certificates (Number) thru (Number), inclusively."

Limitations. Never show on divided-lot certificates, individually or in the aggregate, a quantity of grain different from the quantity of grain shown on the superseded certificate. There will be no combining or further dividing of the divided-lot certificates, except as provided in special cases by the Administrator.

NOTE: Upon the request of the applicant, different load numbers may be shown on the divided-lot certificates.

Metric Conversion Data. When an applicant requests that the certified net weight be expressed in kilograms or metric tons, use the following procedure:[3]

In the approved statement, limit metric data expressions to kilograms or metric tons. When converting to metric tons, round to the nearest thousandths (.001).

To express pounds in kilograms:

Net Weight in pounds x 0.45359237 = kg

To express kilograms in Metric Tons:

kilograms ÷ 1000 = Metric Tons

To express pounds in Metric Tons:

Net Weight In Pounds ÷ 2204.623 = Metric Tons

Approved Statement.

"The net weight is approximately equivalent to _____ (kilograms) or (metric tons). The scale equipment used for official weighing was not calibrated in metric units."

(7) **Grain Additives Certification.** When additives are applied before weighing for inbound receipts and after weighing for outbound shipments, show on the weight certificate:

(a) The actual weight of the grain after the application of the additive for inbound grain; or

(b) The weight of the grain before the application of the additive for outbound grain; and

(c) The approved statement in the remarks section of the official grain weight certificate.

Approved Statement (Required). "Applicant states (type of additive) applied to grain (before or after) weighing to (purpose of the application)."

[3] When certifying the weight of U.S. grain weighed **in Canada** within the "Approved Statement" the measuring units' reverse (the word pounds is replaced with metric units). However, because the scales are calibrated in metric units, the net weight can be certified in metric units with no qualifying remarks, use the "Approved Statement" only if the applicant wants the net weight certified in pounds.

When additives are applied after weighing for inbound receipts or before weighing for outbound shipments, no weight adjustment or special additive statement is required.

(8) **Not Standardized Grain Certification.** Certify officially weighed grain dust and grain screenings on the FGIS-960, Official Grain Weight Certificate. Use the following procedures to certify these products:

Mark the blank block on the certificate, under the kind of grain section, then write-in/type "other." Place the approved statement in the remarks section.

Approved Statement (Required).

"Not standardized grain, (name of product)."

(9) **Grain Handling Practices Documentation - Export.** While performing other weighing and inspection duties around export elevators, official personnel should observe the handling of grain and dust to determine compliance with the prohibited practices requirements listed in the regulations.

After making a tour of the elevator, document the time, observer's name, and date on the FGIS-968, Weight Loading Log or on the FGIS-921, Inspection Log in the remarks section.

Report noncompliance activity not affecting grain going to the ship, on Form FGIS-9601, Repair/Modification Notice, or on a locally generated report rather than on the inspection or weighing log. Send a copy of every noncompliance report to your respective field office manager.

Approved Statement (as applicable).

"Grain handling practices observed (time, observer, date)."

(10) **Continuous Loading/Unloading Statement.** If grain is officially weighed in a reasonably continuous operation, on request, the applicant may have placed on the certificate a statement showing the grain was weighed continuously.

If grain in combined or carrier lots are weighed in one location which does not include inactive intervals in excess of 88 consecutive hours. Place the following statement in the remarks section of the certificate, on request from the applicant.

Approved Statement.

"(Loaded/Unloaded) under continuous official weighing."

b. **Scale Related Situations.**

(1) **Scale and Equipment Malfunctions - Export.** When the scale system malfunctions during the weighing process and the weighing results of particular drafts are questionable, use the following procedure:

Issue one clear certificate for the amount that can be verified by scale tape documentation. Enter appropriate remarks in the supporting logs and note the circumstances on the scale tape(s). Do not alter any original figures.

Approved Statement. Upon the request of the applicant and the approval of the Weighing and Equipment Branch, use the following statement on export certificates:

"During the weighing operation a malfunction occurred such that grain in excess of the net weight certified herein may have been delivered to the carrier."

(2) **Scale and Equipment Malfunctions - Domestic.** When the scale system malfunctions during the weighing process and the weighing results of a specific draft(s) is questionable, use the following procedure:

Issue one certificate for all drafts verified as accurate. Place the approved statement in the remarks section of the certificate. Enter appropriate remarks in the supporting logs and note the circumstances on the scale tape(s). Do not alter any original figures. Never use origin weights on the certificate.

Approved Statements.

Inbound - "The net weight does not include the weight of grain that could not be verified during a malfunction in the weighing system."

Outbound - "During the weighing operation a malfunction occurred allowing grain in excess of the certified net weight to be delivered to the carrier."

(3) **Auto-printing Equipment Malfunctions.** When automatic printing equipment malfunctions during automatic mode operations, use the following procedures:

General Procedures. When a printing failure occurs (e.g., tape jammed in printer) during automatic mode operations, stop official weighing immediately and do not use the scale(s) related to that printer until repaired. In high-speed operations, it is possible that several drafts could pass through the scale system before the failure is detected.

Report such equipment malfunctions by telephone to the scale specialist responsible for the scale at that facility. For all equipment malfunctions, note the circumstances on the weight loading log (FGIS-968), the scale tapes and the scale record log (FGIS-963). Never alter or deface the original printed numbers on the scale tape.

Special Procedure - 1 to 3 Drafts. When automatic printing equipment fails to print, misprints, or the printed weights cannot be read for 1 to 3 consecutive drafts, issue an unqualified certificate using the following procedures, after consulting the field office manager and/or scale specialist. Use these procedures only when the weigher can verify the grain flow was running during the malfunction.

(a) Use the accumulated weight if it can be determined that the weight of the draft(s) in question was entered into the accumulator. If the missing or misprinted draft weight(s) was verified by official personnel on the weight display indicator, official personnel may hand write weight display values viewed, and initial the entries. Certify the entry(s) as part of the accumulated weight.

(b) If it is determined that the missing or misprinted draft(s) were entered into the accumulator and were not verified by official personnel, determine the amount accumulated but not printed, and enter the average draft(s) sizes to attain the correct amount.

(c) When drafts are not entered in the accumulator, and official personnel did not visually verify the weight display value(s) as the grain passed thorough the scale, estimate the size of the drafts in question by averaging a minimum of six normal drafts taken either immediately before or after the questionable drafts.

Special Procedure - More than 3 Drafts. When the automatic printing equipment fails to print more than 3 drafts in succession, or the number of drafts not printed is not known, immediately stop the weighing operation. Notify your field office manager and scales specialist, they should decide how certification will be handled.

(4) **Exceeding the Scale Capacity.** When a scale is loaded beyond its certified capacity, and it is not practical or feasible to reweigh the grain, use the following procedure:

Issue one certificate with the approved statement for domestic certification purposes. Only certify the weight up to the certified capacity when supported by scale tape documentation or visual verification by official personnel. If multiple drafts exceed the certified capacity, only certify the weight of each draft up to the certified capacity.

For Domestic Shipments. Place the approved statement on the certificate and note the circumstances on the scale tapes and related logs.

For Export Shipments. Place the approved statement on the proper logs and note the circumstances on the scale tapes. Upon request of the applicant, the approved statement may be placed on the certificate.

Approved Statement.

"The net weight does not include the weight of grain delivered to the scale in excess of the certified capacity from (no. of drafts) drafts of grain."

c. **Carrier Related Situations.**

(1) **Started and Finished Times.** When the applicant requests "Started" and/or "Finished" times on the certificate, use the following procedure:

(a) **Inbound.** The started time is when the movement of grain from the carrier to the scale(s) began. The finished time is when the last amount of grain is removed from the carrier.

(b) **Outbound.** The started time is when grain is first delivered to the carrier. The finished time is when all grain has been properly stowed.

(2) **Combined Lot Certification.** When an applicant requests that grain loaded into or discharged from two or more carriers be certified as one lot, before the weighing operation, use the following procedure:

Record the identification of each carrier unloaded for the combined lot. Show on the certificate: (1) the identification of the "combined lot" and the number and kind of carriers unloaded (e.g., Unit Train 30-12, 88 railcars unloaded); and (2) at the request of the applicant, the identification of each carrier in the combined lot may be placed in the remarks section. If there is not enough room to list all carriers in the remark section, make an attachment on letterhead stationery. Attach copies of the letterhead stationery or supplements to each copy of the official certificate. Mark the "see attached" box on the certificate, when either is used.

NOTE: Where individual carrier weights are officially weighed, record the individual carrier identifications corresponding to the official weight on the scale tape.

Delegated States use FGIS letterhead stationery when issuing letterhead statements or information for export grain or export carriers.

(3) **Combined Lot - Recertification.** When a request for a combined lot weighing service is filed after the grain in the single lots have been weighed and certified, regardless of uniformity or nonuniformity of quality, use the following procedure:

Place on the combined lot weighing certificate: (1) the latest date of weighing on the components in the combined lot; (2) the name of elevator or warehouse where the weighing service was provided; (3) the total of the combined net weights; and (4) the identification of the "combined lot" or, at the request of the applicant, the identification of each carrier in the combined lot.

Show the identification of any superseded certificates in the remarks section on the certificate. At the applicant's request, the individual lot weights may be shown in the remarks section of the certificate.

Approved Statement.

"This combined lot certificate supersedes certificates No.'s____ dated ____".

If, at the time of issuing the combined lot certificate, the superseded certificates are not in the custody of the agency or field office, show the following approved statement in the space provided for remarks beneath the statement identifying the superseded certificates:

"The superseded certificates identified herein have not been surrendered."

Limitations.

(a) The grain in each single lot has been weighed in one location.

(b) The official personnel who performed the weighing service for the single lots and the official personnel who are to recertificate the grain as a combined lot believe that the weight of the grain in the lots has not since changed (e.g., verifying the seal records on the containers) and, in the case of sacked grain, that the weight samples used as a basis for weighing the single lots were representative at the time of weighing.

(c) The combined lot certificate equals the total weight of the component lots.

(d) The original weight certificates issued for the single lots have been or will be surrendered to the appropriate agency or field office.

(e) The request is filed within 2 business days after the latest weighing date of the single lots.

(4) **Certificating Grain Discharged from a Vessel.** When grain has been discharged from a vessel, use the following procedure:

Reweigh all discharged grain. Deduct the reweighed amount on the weight loading log. At the request of the applicant, certify the reweighed amount as a LOCAL movement and place the approved statement in the remarks section of the certificate. When another carrier is used to transport the grain back to the house, preserve the identity of the grain and place the carrier identification in the identification section of the certificate.

Approved Statement.

"The net weight represents grain discharged from (name of carrier)."

NOTE: If grain is placed on the deck of the ship, treat the amount of grain as a spill (e.g., estimate the amount of grain on the deck of the ship and subtract it from the net weight of the carrier on the weight loading log). See also section 2.4 (g), Improper Loading of Carriers.

(5) **Certifying Grain Returned from Shipping Bins.** On request of the applicant, certify grain weighed for a vessel but not loaded (e.g., material portions, cutoffs, etc., returned from shipping bins). Certify the amount as a LOCAL movement. Reweigh the grain if the shipping bin was not verified empty before filling, or if a partial return is made. Deduct and explain the return or reweigh amount on the weight loading log.

(6) **Certifying an Exact Contract Weight.** When grain is loaded aboard a carrier beyond the exact contract weight and the applicant requests the exact contract weight to be certified, the applicant may either:
(1) discharge the excess amount from the carrier to the exact weight;
(2) request divided certificates; one for the exact contract weight, and one for the remaining weight of grain above the exact contract weight; or (3)

the exact amount be certified for the contracted amount on Form FGIS-960. A second certificate is then issued for the amount loaded aboard over the exact or maximum weight. The contracted amount certificate is issued without qualifying remarks. Place the following statement on the certificate for the amount that exceeds the contract. Place the option selected by the applicant in the remarks section on Form FGIS-968, Weight Loading Log.

Approved Statement.

"The net weight reflects the amount of grain which exceeds the (exact/maximum) contract amount, and was loaded aboard with that lot without separation in Hold No. (#). The weight of that lot was (_____) pounds and was certified on US (certificate number), dated (date)."

(7) **Numbering of Sublots With Multiple Weighlots and One Inspection Lot.** When applicants ask for multiple export weighlots with only one inspection lot (e.g., a separate weight certificate for each hold or separation). As the vessel loads, number the sublots on the weight loading log so that they correspond with the sublot number on the inspection log. The sublots numbers on the weightlots will not always be in consecutive order. This practice simplifies comparison between the inspection lot and weighlot.

d. **Unloading of Carriers.**

(1) **Commingled Carriers.** When grain is commingled from two or more inbound carriers before they are officially weighed as separate lots, use one of the following procedures:

(a) **One Certificate for Both Carriers.** Issue one certificate for the combined weight of the carriers. Place the total net weight of grain from the commingled carriers in the net weight blocks, record "See Remarks" in the identification of grain (carrier identification) section, and place the approved statement in the remarks section of the certificate.

Approved Statement.

"Grain from (carrier identification) and (carrier identification) was commingled, resulting in the total net weight stated herein."

(b) **One Certificate for Each Carrier**. At the request of the applicant, issue a certificate for each of the commingled carriers with the net weight blocks crossed out and place the following qualifying statement with the total net weight and identification of the commingled carriers in the remarks section of each of the certificates.

Approved Statement.

"Grain from the carrier identified above was commingled with grain from [carrier identification(s)] on certificate(s) US ____. The total net weight of the commingled grain from the (# of commingled carriers) carriers was ____ pounds.

(2) **Commingled Inbound Carrier - House Grain**. When an inbound shipment is mixed with grain from another source other than another carrier, use the following procedure:

Enter appropriate remarks in the supporting logs and note the circumstances on the scale tape(s). Do not alter any original figures. Cross out the net weight blocks and place the weight in the remarks section, along with the approved qualifying statement.

Approved Statement.

"During the weighing operation a slide in the grain flow system was opened (or other specific remarks to fit the circumstances), allowing grain from other sources to commingle with this shipment. The weight of the grain delivered to the scale was ____ pounds."

(3) **Grain Lost in Handling System.** When an undetermined amount of grain is lost in the grain handling system from an inbound carrier as it is unloaded, use the following procedure:

Note the circumstances on the scale tape and place the approved statement in the remarks area of the certificate.

Approved Statement.

"The net weight does not include the weight of grain that was lost in the grain handling system."

(4) **Part-Lots.** When a lot of inbound grain is partially unloaded and grain is either left in the carrier or was removed before unloading, use one of the following procedures:

One Lot. The grain may be certified as one lot on an unqualified certificate, provided that the identity of the lot is preserved and is unloaded in a reasonably continuous operation (inactive intervals not to exceed 88 consecutive hours, as provided in the regulations).

If a carrier arrives with a compartment (or hold) empty or loaded substantially less than normal and has not been previously certified as a part-lot, issue a certificate for that carrier as an original lot and note any empty compartments in the remarks section. (Note "Light loads" on the scale tapes.)

Separate Lots. Consider grain removed and the grain remaining in the carrier as separate lots if the conditions shown above for one lot cannot be met. To certify the lot separately use the following procedures.

(a) Show the identification of the carrier and the hold, compartment, or area unloaded. Show the weight of the grain unloaded in the Net Weight blocks and place statement 1 in the remarks section.

(b) If the grain that is left in the carrier (or removed prior to unloading) is determined to be out of condition (heating, musty, or sour) by qualified official personnel, show statements 1 and 3 in the remarks section of the certificate.

(c) If it is known that a carrier was previously unloaded and certified as a part-lot, cross-reference the second part-lot certificate to the previously issued part-lot certificate. In this case, show statements 1 and 2 in the remarks section.

(d) If part-lot certificates are issued for one inbound carrier and the carrier is completely unloaded, place statements 2 and 4 in the remarks section of the last part-lot certificate.

Approved Statements.

1 "Part-lot: The net weight stated herein reflects a partial unload."

2 "See certificate US ____ dated _____ for information concerning previously removed grain."

3 "The net weight does not include an estimated ___ pounds of out-of-condition grain which was (left in the carrier or removed prior to unloading)."

4 "Part-lot: The net weight stated herein is the final partial unload for this carrier."

NOTE: In the case of unit trains, the applicant may request either a part-lot certificate or an individual lot certificate for each group of railcars in the unit train that is unloaded and weighed.

(5) **Barge Checked Empty.** Total supervision of carrier cleanout is required on inbound barge movements. After an inbound barge has completed unloading and has been confirmed empty by official personnel, place the approved statement in the remarks section of the certificate.

Approved Statement.

"The barge was checked and found to be empty by (initials) at (time and date)."

(6) **Barges not Inspected for Cleanout.** If barges are removed before official personnel verify cleanout, use the following procedure:

Note the circumstances on the scale tapes for not examining the barge, and place the approved statement in the remarks area of the certificate.

Approved Statement.

"The above carrier was not available for cleanout examination by official personnel."

(7) **Carriers Not Accessible for Cleanout Examinations.** When it is not possible to examine carriers for cleanout because the access ways or openings were blocked (e.g., frozen or broken carrier lids), use the following procedure:

Note the circumstances on the scale tapes for not examining the carrier and place the approved statement in the remarks area of the certificate.

Approved Statement.

"The above carrier was not examined for cleanout because unable to open (lids, access ways, etc.)."

(8) **Checking Carrier Cleanout During Hazardous Conditions.** When you are unable to check a carrier's cleanout because unsafe conditions exist, use the following procedure:

Do not check a carrier for cleanout when there are unsafe conditions. Note the circumstances on the scale tape and place the approved statement in the remarks section of the certificate.

Approved Statement.

"The above carrier was not inspected for cleanout due to hazardous conditions."

(9) **Grain Left in Carrier.** When sound grain is left in an inbound carrier and elevator personnel could have removed the grain with a reasonable effort using accepted work practices, use the following procedures.

(a) **When an Estimate is Possible.** In the net weight blocks of the certificate, place only the weight of the grain delivered to the scale for which a printed tape is obtained. Estimate the weight of the remaining grain and place the approved statement in the remarks section of the certificate.

Approved Statement.

"The net weight does not include an estimated ___ pounds of sound grain left in the carrier."

(b) **When an Estimate is Not Possible.** On carriers where an accurate estimate cannot be made (e.g., V-bottomed barges, because of safety reasons), use the approved statement when it is determined there is grain left in the carrier.

Approved Statement.

"The net weight does not include an undetermined quantity of grain, quality unknown, left in the carrier."

(10) **Grain Unloaded Before Weighing (Vehicle, Railroad Track Scales).** When a railcar or truck is unloaded before obtaining a gross weight, use the following procedure:

Place the officially weighed amount from the carrier in the net weight section and the approved statement in the remarks section of the certificate.

Approved Statement.

"The net weight does not include the weight of grain that was unloaded before obtaining a gross weight."

(11) **Grain Not Uniform in Quality.** If a portion of the grain in an inbound carrier is found to be not uniform in quality and the grain is unloaded in separate portions during one unloading process, use the following procedure:

Weigh the grain in each portion as a separate lot but certificate the separate lots on one weight certificate. Show the weight of each quality portion and its location in the carrier or container. The net weight is the combined total of the separate lot net weights. Place the following approved statement in the remarks section of the certificate. Upon the request of the applicant and where the grain has been officially inspected,

place the grade information of each lot in the remarks section of the certificate.

Approved Statement.

"The net weight was weighed in (no. of lots) separate lots as follows: (record the location and net weight of each separate lot)."

(12) **Spills.** When grain is spilled during the unloading operation and is not delivered to the scale, use the following procedure:

In the net weight blocks of the certificate, place only the weight of the grain actually delivered to the scale for which a printed tape is obtained. Estimate the weight of the spill and place the approved statement in the remarks section of the certificate.

Approved Statement.

"The net weight does not include an estimated _____ pounds of grain that was spilled and not recovered during the unloading."

(13) **Bulkhead Lots.** On request, grain from a carrier offered for official inspection as a bulkhead lot(s) may be weighed similarly if the grain is separated by bulkheads or partitions (e.g., in railcar, truck, and barge compartments). Combined lots other than export cannot be certified separately (e.g., grain weighed from the same compartment).

Describe the location from where the grain was removed in the identification block of the official grain weight certificate and place the approved statement in the remarks.

Approved Statement.

"Bulkhead lot."

e. **Excess Grain Sample.**

When grain in excess of the amount needed for an official sample[4] is removed from the flow of grain after the grain has been weighed, use one of the following procedures, at the option of the applicant.

Do not change the net weight figure or place a statement on the certificate. Place appropriate remarks on the weight loading log. At the applicant's option, adjust the weight of the excess grain sample in one of the following ways:

(1) The excess grain from the sample may be returned to the flow of grain.

(2) A like amount of grain may be weighed and delivered to the carrier.

(3) The net weight may be reduced by the amount of excess grain that was not delivered to the carrier.

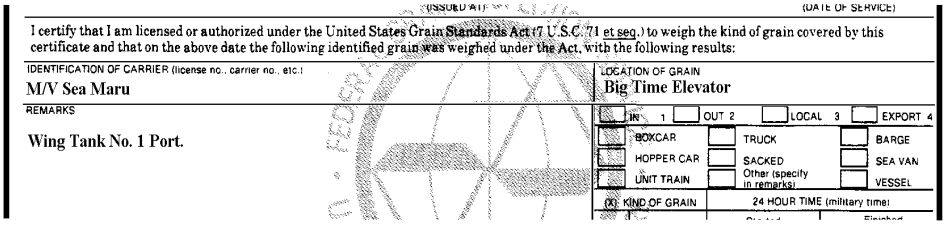
f. **Stowage.**

Stowage information must be shown on all certificates for grain loaded into ships or similar carriers. Use the following procedures, as appropriate:

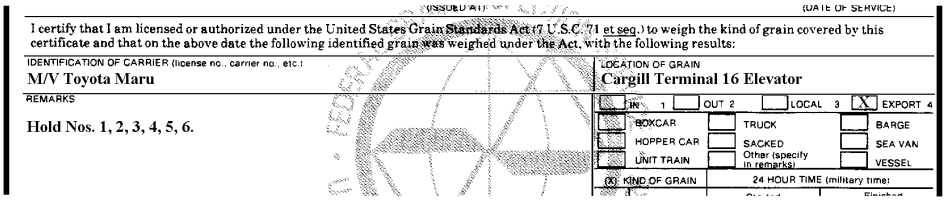
Stowage information must specify the location where the lot of grain being certified was stowed. The wording of the stowage statement shown on all weight certificates and divided-original weight certificates pertaining to the same lot shall be identical.

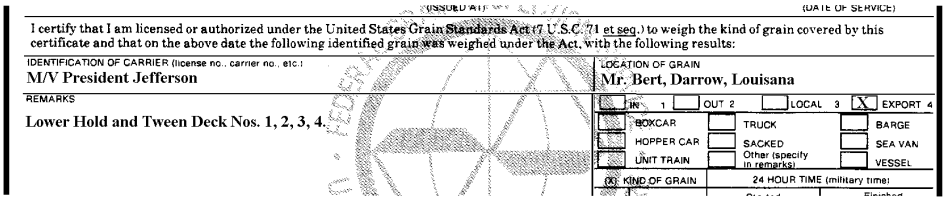
[4] For the purposes of this subsection, an excess sample cannot exceed the amount required for an official sample and an official file sample, as provided in the FGIS Grain Inspection Handbook, plus a like amount for elevator quality control.

(1) **The Stowage Statement.** Include in the identity of a stowage, in the following order: (1) the type of stowage area (Hold, Tank, Wing Tank, etc.); (2) the word "number(s)" abbreviated as "No(s)."; (3) the stowage area's identifying number (1, 2, 3, etc., as described in ship's master plan); (4) when applicable, the terms Port, Starboard, or Port and Starboard; and, when applicable, (5) information related to common stowage. See examples.

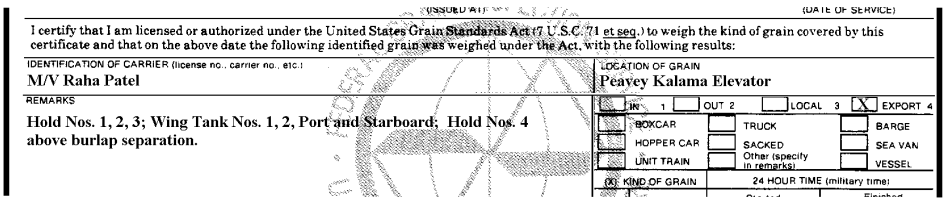

(ISSUED AT) (DATE OF SERVICE)
I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:
IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V Sea Maru
LOCATION OF GRAIN: Big Time Elevator
REMARKS: Wing Tank No. 1 Port.
IN 1 OUT 2 LOCAL 3 EXPORT 4
BOXCAR TRUCK BARGE
HOPPER CAR SACKED SEA VAN
UNIT TRAIN Other (specify in remarks) VESSEL
KIND OF GRAIN 24 HOUR TIME (military time)

Example 1, Describing Like Stowage Areas. Group stowage areas together when the lot loads in stowage areas of the same type. List each stowage area's identifying number, separated by commas after the type of stowage area and the abbreviation "No(s)." Avoid using the term "and."


(ISSUED AT) (DATE OF SERVICE)
I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:
IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V Toyota Maru
LOCATION OF GRAIN: Cargill Terminal 16 Elevator
REMARKS: Hold Nos. 1, 2, 3, 4, 5, 6.
IN 1 OUT 2 LOCAL 3 [X] EXPORT 4
BOXCAR TRUCK BARGE
HOPPER CAR SACKED SEA VAN
UNIT TRAIN Other (specify in remarks) VESSEL
KIND OF GRAIN 24 HOUR TIME (military time)


(ISSUED AT) (DATE OF SERVICE)
I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:
IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V President Jefferson
LOCATION OF GRAIN: Mr. Bert, Darrow, Louisana
REMARKS: Lower Hold and Tween Deck Nos. 1, 2, 3, 4.
IN 1 OUT 2 LOCAL 3 [X] EXPORT 4
BOXCAR TRUCK BARGE
HOPPER CAR SACKED SEA VAN
UNIT TRAIN Other (specify in remarks) VESSEL
KIND OF GRAIN 24 HOUR TIME (military time)

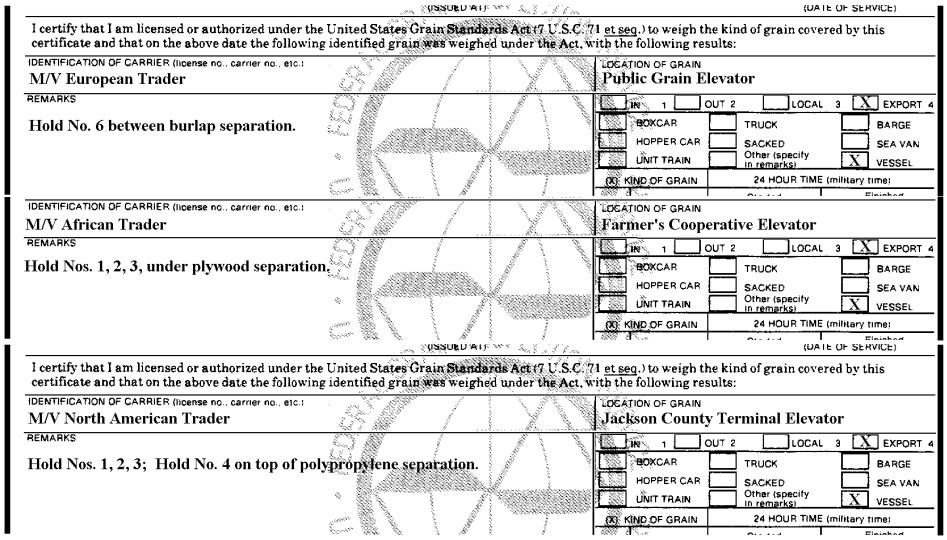
Example 2, Describing Unlike Stowage Areas. When a lot is loaded into different types of stowage areas, or the same type but with different common stowages or separations, group those areas which are identical in all respects. Identify and separate each group by semicolons when shown on the certificate.


(ISSUED AT) (DATE OF SERVICE)
I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:
IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V Raha Patel
LOCATION OF GRAIN: Peavey Kalama Elevator
REMARKS: Hold Nos. 1, 2, 3; Wing Tank Nos. 1, 2, Port and Starboard; Hold Nos. 4 above burlap separation.
IN 1 OUT 2 LOCAL 3 [X] EXPORT 4
BOXCAR TRUCK BARGE
HOPPER CAR SACKED SEA VAN
UNIT TRAIN Other (specify in remarks) VESSEL
KIND OF GRAIN 24 HOUR TIME (military time)

NOTE: Do not use baseless phrases such as "loaded in bulk" or "bulk all over." However, if the terms of the contract require that the stowage be shown in a manner other than stated in this section, this may be done if the information is accurate.

(2) **Common Stowage Requirements.** When all or a portion of the lot being certified is loaded aboard with a previously loaded lot of grain or commodity (common stowage), show its location in relation to the other lots in the stowage statement. This requirement applies only to the second lot's stowage, unless it has been loaded, in whole or in part, before the first lot's certificate is issued.

Example 1, Separated Lots - Description Requirements. If a separation is laid between the lots, show in the stowage statement the kind of material used and its location in relation to the other lot(s).


(ISSUED AT) (DATE OF SERVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V European Trader
LOCATION OF GRAIN: Public Grain Elevator
REMARKS: Hold No. 6 between burlap separation.
IN 1 | OUT 2 | LOCAL 3 | [X] EXPORT 4
BOXCAR | TRUCK | BARGE
HOPPER CAR | SACKED | SEA VAN
UNIT TRAIN | Other (specify in remarks) | [X] VESSEL
KIND OF GRAIN | 24 HOUR TIME (military time)

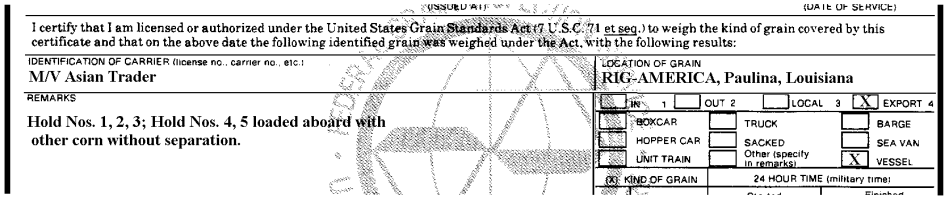
IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V African Trader
LOCATION OF GRAIN: Farmer's Cooperative Elevator
REMARKS: Hold Nos. 1, 2, 3, under plywood separation.
IN 1 | OUT 2 | LOCAL 3 | [X] EXPORT 4
BOXCAR | TRUCK | BARGE
HOPPER CAR | SACKED | SEA VAN
UNIT TRAIN | Other (specify in remarks) | [X] VESSEL
KIND OF GRAIN | 24 HOUR TIME (military time)

(ISSUED AT) (DATE OF SERVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V North American Trader
LOCATION OF GRAIN: Jackson County Terminal Elevator
REMARKS: Hold Nos. 1, 2, 3; Hold No. 4 on top of polypropylene separation.
IN 1 | OUT 2 | LOCAL 3 | [X] EXPORT 4
BOXCAR | TRUCK | BARGE
HOPPER CAR | SACKED | SEA VAN
UNIT TRAIN | Other (specify in remarks) | [X] VESSEL
KIND OF GRAIN | 24 HOUR TIME (military time)

Example 2, Unseparated Lots - Description Requirements. On the certificate, when a lot loads aboard with another grain or commodity without separation, show the kind and the location of the adjacent grain or commodity.



(DATE OF SERVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V Asian Trader

LOCATION OF GRAIN: RIG-AMERICA, Paulina, Louisiana

REMARKS: Hold Nos. 1, 2, 3; Hold Nos. 4, 5 loaded aboard with other corn without separation.

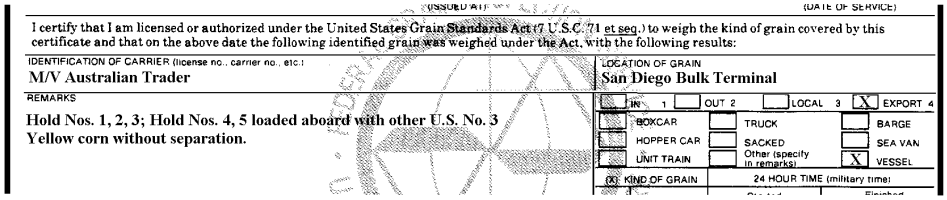
IN 1 | OUT 2 | LOCAL 3 | [X] EXPORT 4

BOXCAR | TRUCK | BARGE

HOPPER CAR | SACKED | SEA VAN

UNIT TRAIN | Other (specify in remarks) | [X] VESSEL

KIND OF GRAIN | 24 HOUR TIME (military time)



(DATE OF SERVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V Australian Trader

LOCATION OF GRAIN: San Diego Bulk Terminal

REMARKS: Hold Nos. 1, 2, 3; Hold Nos. 4, 5 loaded aboard with other U.S. No. 3 Yellow corn without separation.

IN 1 | OUT 2 | LOCAL 3 | [X] EXPORT 4

BOXCAR | TRUCK | BARGE

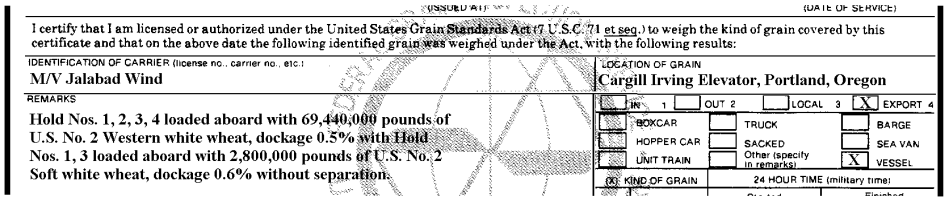
HOPPER CAR | SACKED | SEA VAN

UNIT TRAIN | Other (specify in remarks) | [X] VESSEL

KIND OF GRAIN | 24 HOUR TIME (military time)

(3) **Nonuniform Lots.** When official inspection personnel find grain loaded aboard a ship not uniform in quality, certify the net weight on the certificate as 1 lot. Upon request of the applicant, personnel may show the official grade of the grain loaded aboard the ship and, where known, the exact amount of the grain found not uniform in quality.

Example 1 shows the official grade in the remarks section where the quantity of the grain found not uniform in quality is not known.



(DATE OF SERVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V Jalabad Wind

LOCATION OF GRAIN: Cargill Irving Elevator, Portland, Oregon

REMARKS: Hold Nos. 1, 2, 3, 4 loaded aboard with 69,440,000 pounds of U.S. No. 2 Western white wheat, dockage 0.5% with Hold Nos. 1, 3 loaded aboard with 2,800,000 pounds of U.S. No. 2 Soft white wheat, dockage 0.6% without separation.

IN 1 | OUT 2 | LOCAL 3 | [X] EXPORT 4

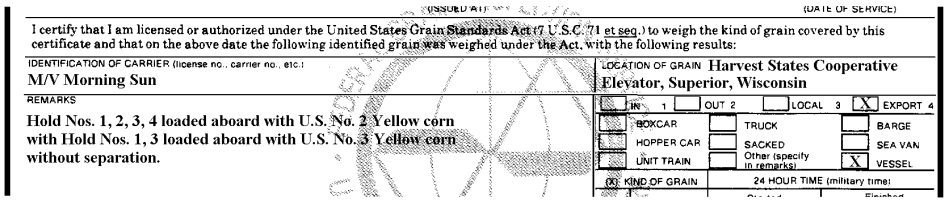
BOXCAR | TRUCK | BARGE

HOPPER CAR | SACKED | SEA VAN

UNIT TRAIN | Other (specify in remarks) | [X] VESSEL

KIND OF GRAIN | 24 HOUR TIME (military time)

Example 2 shows the official grade in the remarks where the quantity of the grain found not uniform in quality is known.



(DATE OF SERVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

IDENTIFICATION OF CARRIER (license no., carrier no., etc.): M/V Morning Sun

LOCATION OF GRAIN: Harvest States Cooperative Elevator, Superior, Wisconsin

REMARKS: Hold Nos. 1, 2, 3, 4 loaded aboard with U.S. No. 2 Yellow corn with Hold Nos. 1, 3 loaded aboard with U.S. No. 3 Yellow corn without separation.

IN 1 | OUT 2 | LOCAL 3 | [X] EXPORT 4

BOXCAR | TRUCK | BARGE

HOPPER CAR | SACKED | SEA VAN

UNIT TRAIN | Other (specify in remarks) | [X] VESSEL

KIND OF GRAIN | 24 HOUR TIME (military time)

(4) **Stowage Statement for Outbound Land Carriers.** Approval of stowage space is required for any weighing services performed on outbound land carriers.

Examine outbound land carriers following the instructions in Program Directive 9180.48. Place the approved statement in the remarks area of the official grain/commodity weight certificate when the applicant requests the information be shown.

Approved Statement.

"Stowage area examined."

(5) **Stowage Examination Waivers**.

Section 800.75 (f)(2) of the regulations under the USGSA and FGIS instructions require stowage examinations of carriers when export and domestic grain shipments are officially sampled and inspected, or weighed, at the time of loading. Due to trade requests and safety considerations, FGIS established stowage examination waivers for domestic shipments when:

(a) Applicants for the weighing service (all interested persons) must submit written statements attesting that a stowage exam is not needed and why.

(b) The Official certificates must show the approved statement in the remarks area of the official grain/commodity weight certificate when the applicants submit the information needed for the waiver:

Approved Statement.

“Stowage area not examined.”

g. **Improper Loading of Carriers.**

When grain is lost or improperly stowed after weighing, use one of the following procedures:

(1) **Lost or Improperly Stowed Grain Replaced.** Enter appropriate remarks in the supporting logs and note the circumstances on the scale tape(s). Do not alter any original figures or use qualifying statements on the certificate.

At the request of the applicant, a separate certificate (out) may be issued to account for the replacement grain, with remarks concerning the circumstances and reason for issuance.

Approved Statement for the Weight Loading Log.

"The net weight includes ____ pounds of grain replaced by the applicant for grain that was (improperly stowed, e.g., discharged into the river, spilled on deck, spilled on the dock)."

(2) **Carrier Leaking After Loading Completed.** When a carrier is observed to be leaking after loading has been completed, place one of the approved statements below in the remarks section of the certificate, depending on whether or not the leak is repaired.

Approved Statements.

(a) The leak is repaired before shipment: "An estimated ___ pounds of grain leaked from the carrier before the leak was repaired."

(b) The leak is not repaired before shipment: "At the time of loading, the carrier was observed to be leaking grain from (terms to specifically describe location)."

NOTE: In both (a) and (b) above, in the net weight block on the certificate, record the actual weight at the time of loading.

(3) **Lost or Improperly Stowed Grain Not Replaced.** When grain is lost or improperly stowed after weighing and is not replaced by the loading facility, use the following procedures, at the option of the applicant:

Option #1. Estimate the amount of grain lost or improperly stowed. If the applicant elects to have an export certificate without any qualifying statement, subtract the estimated amount of grain from the total net weight. Enter appropriate remarks in the supporting logs and note the circumstances on the scale tape(s). Do not alter any original figures or place a qualifying statement on the certificate.

At the request of the applicant, issue a separate certificate (out) to account for the grain not properly stowed, with remarks concerning the circumstances and the reason for issuance.

Approved Statement on Weight Loading Log.

"The net weight does not include an estimated (_____) pounds of grain that was (not properly stowed, e.g., discharged into the river, spilled on the deck)."

NOTE: For domestic movements, the statement above can be used on the certificate.

Option #2. Estimate the amount of grain improperly stowed. Enter appropriate remarks in the supporting logs and note the circumstances on the scale tape(s). Do not alter any original figures.

If the applicant elects to have an export certificate for all the grain officially weighed, place the following approved statement in the remarks section of the certificate.

Approved Statement on Official Grain Weight Certificate.

"The net weight includes an estimated ____ pounds that was not properly stowed."

h. **Sacked Grain.** If a lot of sacked grain is offered for official checkweighing, sacks selected by official personnel must be weighed.

Determine the gross weight, tare weight, and net weight and enter them in the appropriate blocks of the certificate. Chapter 4, Checkweighing, details procedures on sample size and methods of selection.

If requested by the applicant, determine and show the average net weight per sack.

Approved Statement.

Required: "There are (number) sacks in the above identified lot. The estimated net weight is based on the average weight of a random sample of filled containers."

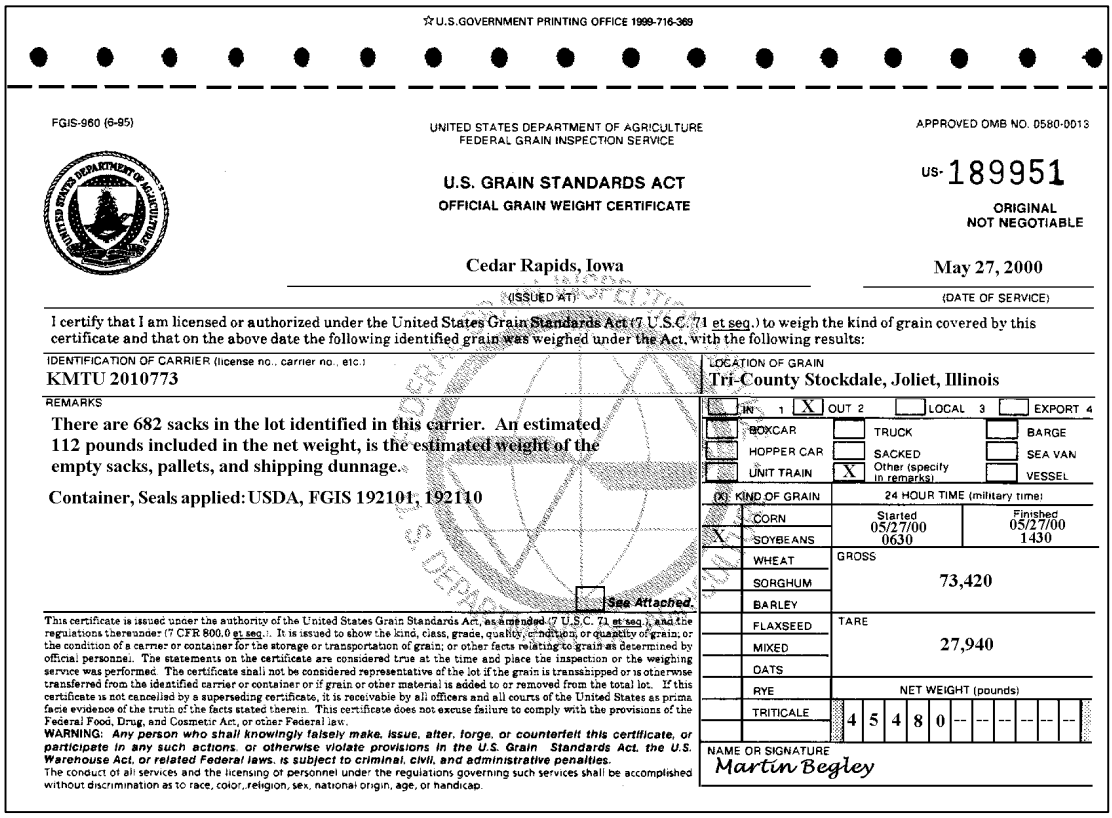
If Applicant Requests: "The average net weight per sack is (pounds)."

i. **Sacked Grain Weighed After Filling on a Vehicle or Platform Scale.** Sometimes, applicants have need of an Official weight certificate for lots already filled in sacks. (e.g., sacked grain being loaded into a container, then weighed on a vehicle scale). This is acceptable if qualfying remarks are made concerning the weight of the material weighed, other than grain. The word "estimated" may be omitted if the material other than grain is weighed.

Approved Statement.

"There are (number) sacks in the lot identified in this carrier. An estimated (number) pounds included in the net weight, is the estimated weight of the empty sacks, pallets, and shipping dunnage (or applicable)."

Exhibit X. Filled Sack Weighing



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FGIS-960 (6-95)

UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL GRAIN INSPECTION SERVICE

APPROVED OMB NO. 0580-0013

U.S. GRAIN STANDARDS ACT
OFFICIAL GRAIN WEIGHT CERTIFICATE

US- 189951

ORIGINAL
NOT NEGOTIABLE

Cedar Rapids, Iowa (ISSUED AT)

May 27, 2000 (DATE OF SERVICE)

I certify that I am licensed or authorized under the United States Grain Standards Act (7 U.S.C. 71 et seq.) to weigh the kind of grain covered by this certificate and that on the above date the following identified grain was weighed under the Act, with the following results:

IDENTIFICATION OF CARRIER (license no., carrier no., etc.)
KMTU 2010773

LOCATION OF GRAIN
Tri-County Stockdale, Joliet, Illinois

REMARKS
There are 682 sacks in the lot identified in this carrier. An estimated 112 pounds included in the net weight, is the estimated weight of the empty sacks, pallets, and shipping dunnage.

Container, Seals applied: USDA, FGIS 192101, 192110

IN 1 [X] OUT 2 LOCAL 3 EXPORT 4

BOXCAR TRUCK BARGE
HOPPER CAR SACKED SEA VAN
UNIT TRAIN [X] Other (specify in remarks) VESSEL

(X) KIND OF GRAIN: CORN, [X] SOYBEANS, WHEAT, SORGHUM, BARLEY, FLAXSEED, MIXED, OATS, RYE, TRITICALE

24 HOUR TIME (military time): Started 05/27/00 0630; Finished 05/27/00 1430

GROSS: 73,420

TARE: 27,940

NET WEIGHT (pounds): 4 5 4 8 0 -- -- -- -- -- --

See Attached.

This certificate is issued under the authority of the United States Grain Standards Act, as amended (7 U.S.C. 71 et seq.), and the regulations thereunder (7 CFR 800.0 et seq.). It is issued to show the kind, class, grade, quality, condition, or quantity of grain; or the condition of a carrier or container for the storage or transportation of grain; or other facts relating to grain as determined by official personnel. The statements on the certificate are considered true at the time and place the inspection or the weighing service was performed. The certificate shall not be considered representative of the lot if the grain is transshipped or is otherwise transferred from the identified carrier or container or if grain or other material is added to or removed from the total lot. If this certificate is not cancelled by a superseding certificate, it is receivable by all officers and all courts of the United States as prima facie evidence of the truth of the facts stated therein. This certificate does not excuse failure to comply with the provisions of the Federal Food, Drug, and Cosmetic Act, or other Federal law.

WARNING: ***Any person who shall knowingly falsely make, issue, alter, forge, or counterfeit this certificate, or participate in any such actions, or otherwise violate provisions in the U.S. Grain Standards Act, the U.S. Warehouse Act, or related Federal laws, is subject to criminal, civil, and administrative penalties.***

The conduct of all services and the licensing of personnel under the regulations governing such services shall be accomplished without discrimination as to race, color, religion, sex, national origin, age, or handicap.

NAME OR SIGNATURE
Martin Begley