

STOP-USE AND NOTICES OF CORRECTION

- An NOC and STOP-USE is a report that identifies problems found by the inspector. It also explains your rights and responsibilities.
- NOCs require you to repair or replace the problem device within a set time, usually 30 days. Upon request, an extension is allowed under some circumstances.
- Devices must be repaired before returning to service and the repairs reported to Weights and Measures.
- A registered service agent is required to correct measurement errors, and must send a calibration report within seven days showing the as-found condition, the corrected condition, and any additional repairs made.
- Minor repairs for things like leaking nozzles or signs do not require a registered service agent, but you must still return the NOC with proof of these repairs.
- An inspector may return for a follow-up inspection after the devices have been repaired.
- NOCs may also be issued for failing to register a device with the Department of Revenue. The inspector will provide you with a notice and instructions on how to register your devices.
- If you do not make the repairs or corrections identified in the NOC, you may be subject to civil penalties, including fines.



CONTACTS AND REFERENCES

Department of Revenue device registration info

(360) 705-6741

dor.wa.gov/manage-business/state-endorsements/weighing-and-measuring-devices

RCW 19.94, Weights and Measures

app.leg.wa.gov/RCW/default.aspx?cite=19.94

WAC 16-662, Weights and Measures

app.leg.wa.gov/WAC/default.aspx?cite=16-662

EPA Regulations: 40 CFR Part 80

Regulation of Fuels and Fuel Additives

FTC Regulations: 16 CFR Part 306

Automotive Fuel Ratings, Certification and Posting

National Institute of Standards and Technology Handbooks 44 and 130

www.nist.gov/pml/weights-and-measures/publications/nist-handbooks



Washington
State Department of
Agriculture

For more information contact:

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Weights and Measures Program
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agr.wa.gov/wm

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Do you need this publication in an alternate format? Please call the WSDA Receptionist at 360-902-1976 or TTY 800-833-6388.

WASHINGTON STATE DEPARTMENT OF AGRICULTURE

Information for Fuel Station Owners

Service station owner responsibilities and what to expect during a Weights and Measures inspection.



Washington
State Department of
Agriculture

PLANT PROTECTION DIVISION
Weights and Measures Program

INSPECTIONS

Although WSDA inspectors often arrive unannounced, we will try to minimize the disruption to your business. The inspector will need access to your gas pumps and may require assistance for some tasks.

A typical inspection includes:

- Pumping fuel into a calibrated container to test meters for accuracy.
- Returning fuel to storage tanks after the inspection, which may require assistance.
- Checking storage tanks for water.
- Taking fuel samples for laboratory testing.
- Reviewing bills of lading to confirm labeling requirements are being followed. Bills of lading must be kept on site for a year and be available for inspection.

The inspector will provide a report of findings on the spot and can email a copy on request.

METERS

All meters must be registered with the Department of Revenue (DOR) on your Master Business License. The blending mechanism for mid-grade fuel is considered a small liquid fuel meter and must also be registered. Visit the DOR website to learn more about meter registration. (Link on back)

SIGNAGE AND LABELING

Street signs, gas pump, dispenser signs, and island signs advertising prices are optional. If you do use signs, they must meet the requirements found in the Washington Administrative Code - WAC 16-662-145. These include:

- Fuel dispensers containing gasoline ethanol blends or biodiesel blends must have labels with the fuel ratios. This requirement is in WAC 16-662-115.
- Fuel grade and other declarations must also be posted on the fuel dispenser as required by the Environmental Protection Agency (EPA) and Federal Trade Commission (FTC).
- Labels on storage tanks must clearly indicate the product in the tank.

FUEL QUALITY

All fuel sold must meet standards and specifications of the American Society for Testing and Materials (ASTM) and EPA requirements.

Inspectors will check your storage tanks for water.

EQUIPMENT MAINTENANCE

- Gas pumps, fuel dispensers, and meters must be accurate and correct at all times.

- Commercial weighing or measuring devices must have a National Type Evaluation Program Certificate of Conformance (NTEP COC).
- Gas pumps, fuel dispensers, or meters without the required NTEP COC will be ordered out of service. WSDA will also issue a Notice of Correction (NOC) to the business.
- NOCs and Stop Use/Off Sale orders are effective immediately upon being issued.
- The inspector may allow you to continue to use your dispenser for some problems, but they must be repaired within the time specified in the NOC.

CREDIT CARD FRAUD AND SKIMMERS

A 'skimmer' is an electronic device that can steal debit and credit card information. They are often placed on gas pumps and fuel dispensers. You can help prevent credit card fraud due to skimmers.

- Install high quality locks and/or use tamper resistant seals on your dispensers.
- Install alarms or automatic shutoff devices that activate when a dispenser is opened.
- Inspect the dispensers frequently – both the exterior and interior.
- Upgrade your dispensers to accept chip enabled payment cards.

Contact WSDA's Weights and Measures Program or local law enforcement officials if you discover a skimmer, suspect a problem, or have questions.

