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Office of Consumer Affairs and Business Regulation

DIVISION OF STANDARDS

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COVID 19 DOS Policy for Compliance Officers and Guidance Sealer/Deputy Sealer of Weights and Measures for the Commonwealth of Massachusetts

Effective May 18, 2020 – December 31, 2020

Personal Protective Equipment (PPE); Masks, Gloves, Disposable Coveralls and Disinfectant Wipes and Hand Sanitizer should be used and worn at all times when performing inspections.

- **Gas Station Inspections (RMFD):**
 - Contact owner of gas station at least 48 hours in advance to confirm appointment for inspection.
 - When arriving on date of inspection, check in with owner/attendant for inspection and confirm license information.
 - If site has 1-15 meters, close site for the entirety of inspection. Use caution tape to block area for social distancing.
 - If site is 16 meters or more, block off the section in which you will be inspecting in order to comply with social distancing.
 - Comply with social distancing while performing inspection.
 - Sanitize and disinfect each dispenser before testing. Continue with inspection per procedure of NIST Handbook 44.
- **Truck Scales:**
 - Contact device owner/scale company 48 hours in advance to confirm appointment for inspection.
 - Comply with social distancing while performing inspection.
 - Disinfect any junction boxes or sealing units involved prior to inspection. Continue with inspection per procedures of NIST Handbook 44.



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- **Small Capacity Scales in Stores/Supermarkets:**
 - **When capacity restrictions are lifted or increased to larger levels, normal inspections shall resume.**
 - If it is deemed necessary to perform an inspection for reasons; such as, complaints, broken scale, repairs, etc. Contact owner/manager of location at least 48 hours in advance to confirm appointment for inspection. This inspection should be performed outside of normal/off peak business hours in order to comply with capacity rules and social distancing.
 - Comply with social distancing while performing inspection.
 - Disinfect any equipment that you will using prior to and after the inspection. Continue with inspection per procedures of NIST Handbook 44.
- **Vehicle Tank Meters/LPG:**
 - Contact device owner 48 hours in advance to confirm appointment for inspection
 - Only essential personnel should be in the area while performing the inspection in order to comply with social distancing requirements.
 - Disinfect any equipment that you will be using prior to and after the inspection. Continue with inspection per procedures of NIST Handbook 44.
- **State Metrology Lab receiving and testing equipment and standards:**
 - Contact lab manager 48 hours in advance of dropping and picking up equipment and standards.
 - The lab manager will set up pallets outside of the building for equipment/standards to be placed on. Social distancing requirements will apply.
 - The lab manager will sanitize all equipment/standards before and after inspections and calibrations procedures.
- **Scanner Waiver, Item Pricing, Price Verification, and Re-Weigh Inspections should only be on complaint basis at this time. When capacity restrictions are lifted or increased to larger levels, normal inspections shall resume.**