

Weighing Procedures

It is advisable to weigh all vehicles without passengers or driver. If this is not possible, or if the personnel refuse to leave the vehicle, make a note of this on the ticket or any other record, with details of the number of persons on the vehicle.

This information is required because certain persons may wish to increase the gross weight of the load by the addition of passengers and – if and when the tare weight is taken without passengers – the weight of the load appears heavier.

Weighbridge operators should take special care while passengers are on or in the vicinity of the plate.

Where practical, the weighbridge operator should check the load for himself or herself and, if this is not possible, the ticket should indicate the load as stated by the driver.

Weighbridge operators should be aware that persons bringing loads to be weighed may conceal heavy items among the stated load. This heavy article can then be discarded and the goods delivered to a purchaser – for example, concrete blocks with scrap metal. The load is identified as scrap metal and following weighing, the concrete is discarded and the scrap metal sold at the higher weight. Therefore the weighbridge ticket would be properly completed as scrap metal/ concrete.

The operator should always check any vehicle registration number for himself rather than rely on the driver.

The weighbridge operator should have a clear view of the plate and ensure the vehicle being weighed is positioned on the plate. Weighbridge operators should be aware that persons requiring a weighing may deliberately leave a wheel over the edge of the plate to reduce the weight shown.

This is done to either

- Reduce the tare weight (and therefore increase the apparent weight of the load), or
- To appear to be below the permitted legal weight for overloading purposes

It is illegal to undertake a double weighing where that weighing will be used for a trade transaction – for example, a load of sand for sale elsewhere.

Drivers sometimes require a weighing to ensure they are not overloaded on individual axles. It is permissible to undertake weighings of individual axles but the ticket and records should clearly indicate what type of weighing was carried out and which axles were weighed. The ticket should be endorsed – "Weights found are not for trade purposes".

Weighbridge ticket

A weighbridge operator must state in writing the weight found to the person demanding the weighing or to his agent – this may be an arrangement made formally or informally but the statement should always go with the vehicle.

The weight found must be entered in the GROSS or TARE box on the weighbridge ticket as appropriate.

If the ticket is to be issued, the weighbridge operator must not weigh or strike out spaces provided for other entries by drawing lines through them.

Operators must not enter in the tare box any weight stated by the driver, as only weights determined by the weighbridge operator should be inserted.

Gross and tare weights should only be entered on the same ticket if ascertained on the same day. If the driver intends to return after loading for a second weighing of the same vehicle to be recorded on the same ticket, the ticket should be retained until the second weighing is complete

A weighbridge operator should never give out a ticket that has any blank spaces. The other particulars required on the ticket must always be completed.

Note: Often when using an electronic headwork with a ticket printer, the information is fully or partly transferred onto the ticket. However, if this fails, full records must still be kept and any calculations worked out accurately.

Records

The weighbridge operator must ensure that a record of each weighing is made. These records must be kept for a least two years. If the duplicate of the weighbridge ticket is the only record of the weighing, it must also state:

- The date and time of weighing
- The registration number of the vehicle or other identifying mark like chassis number
- The weight found
- The nature of the load

If a weighbridge operator suspects any irregularities in a request for, or the use of, public weighbridge weighings, their local Trading Standards office should be informed.

The maximum penalty for fraud in connection with a public weighing is a fine of £5,000 or six months' imprisonment – or both.

The maximum penalty for recording a false weight is a fine of £5,000 under the Road Traffic Act (Vehicle Overloading).

While not strictly a matter for a certificated weighbridge operator, Tower Hamlets authority expects an operator to have a basic knowledge of vehicle weights.

If, having weighed a vehicle, a weighbridge operator suspects the weights to be in excess of that permitted for the vehicle on the highway, they should draw the driver's attention to the weight record. Further, the ticket should be marked "vehicle possibly overloaded".

A weighbridge operator does not have authority to withhold the weighbridge ticket to prevent the vehicle leaving.