



### When is a licensed commercial scale required?

- **Direct sales** – Sales to the consumer of flowers.
- **Package net weight certification** – Standardized packages of usable marijuana or edibles.
- **Logistics** – If a carrier uses weight to determine charge for transporting goods.
- **Product grading** – Commodity sample is weighed as part of a grading process to determine its market value.
- **Employee incentives** – An employee is paid based on the weight of dried flower trimmed during a shift.
- **General** – Scale used during a business transaction.
- **Industry specific** – Any weights entered into Metrc for OLCC or for weights documented for OHA.

- Step 1:** Buy a scale that meets requirements.
- Step 2:** Set up the scale (level, calibrate, seal).
- Step 3:** License the scale with ODA.

### Step 1: Buy a scale

Begin by looking at:

- Range of weighing (min & max)
  - Division (increment) size
- To meet your business needs

A scale purchased online and delivered by mail will require calibration before use in commerce at an additional cost. A local scale sales and service company will be able to provide a scale that has been freshly calibrated and will often assist in the licensing process. **Scale service companies** can be found via online searches.

### Step 2: Set up a scale

- Scale must be installed and operated per both the manufacturer’s guidelines and Oregon law.
- Scale must be leveled and calibrated prior to use (refer to owners manual).
- Commercial scales must be “sealed” while in use (refer to owners manual).
- Ensure the scale continues to perform within the required tolerances for accuracy.

### Step 3: License a scale

- Two forms must be completed and submitted to ODA before using a new commercial scale.  
Available online:
  - Placed in Service Report: [oda.direct/PlacedInService](http://oda.direct/PlacedInService)
  - License application form: [oda.direct/ScaleApplication](http://oda.direct/ScaleApplication)
- Payment must be submitted with the license application.

Once these are submitted, the scale is licensed and you can legally use the scale. An ODA inspector will typically contact you within 30 days to make an initial evaluation of the scale. There is also an annual evaluation of the scale by ODA staff.

### Scale requirements

- Scale must have a valid National Type Evaluation Program (NTEP) certificate of conformance (CC).
- Before you buy, make sure the seller can provide the CC number (e.g. 00-000 or 00-000A1).

### Definitions

- **Division size:** The smallest quantity that the scale will accurately resolve.
- **Suitability:** For weighing devices, “suitable” means a scale that:
  - Normally reads at least 100 scale divisions for the typical quantity of product weighed;
  - Has sufficient capacity to meet your business needs;
  - Has a weighing pan, hook, or other load receiving element of adequate size and capacity to hold the product together with any containers used while weighing.
- **Tolerance:** The amount of error that is allowed in a value.

### Calibration and sealing

Owners of a licensed commercial scale have the authority to calibrate and seal the scale provided they have the proper equipment. Normally, this means you have:

- A certified calibration weight
- Calibration instructions (owner’s manual)
- Hardware to seal the scale
- Sealing instructions (owner’s manual or the NTEP certificate)

Alternatively, you may hire a service company to assist you.

## Find the right scale for your business

### Harvest weights

#### Bulk packaging, net weight\* verification

#### Intake weight verification for reporting

Typical weight	Maximum scale division size (increments)	
	Metric units	US standard units
0-1 lb	0.1 gram (g)	0.001 pound (lb)
Between 1-10 lbs	1 g	0.01 lb
Between 10-100 lbs	10 g	0.1 lb
More than 100 lbs	100 g	1.0 lb

### Retail packaging, net weight\* verification

Typical weight	Maximum scale division size (increments)
	Metric units
0-1 g	0.01 gram (g)
Between 1-10 g	0.01 g
Between 10-100 g	0.1 g
Between 100-1,000 g	1 g
Full ounce (1 oz)	0.1 g
Half ounce (1/2 oz)	0.1 g
Quarter ounce (1/4 oz)	0.01 g
Eighth ounce (1/8 oz)	0.01 g

#### Example:

A licensed marijuana grower produces:

- 1 lb packages of trimmings
- 1 lb packages of flower, and
- 1 gram packages of flower

These two different types of packages will require two different ODA licensed scales due to weight differences and basic suitability requirements.

- Scale 1: For certifying 1 lb net-weight packages the grower could license a 1,200 g x 0.1 g scale.
- Scale 2: For certifying 1 gram net-weight packages the grower could license a 320 g x 0.01 g scale.

\* Net weight verification (weight of product without its container or packaging) must be done on a licensed scale whenever a package includes a net weight, regardless of product type. This may include, but is not limited to:

- Packages of usable marijuana
- Packages of edibles
- Packages of topicals
- Vape cartridges
- Vape cartridge refills
- Containers of shatter
- Containers of hash oils
- Containers of marijuana extracts