

**Format for Application for Approval of Model**  
(To be submitted in duplicate)

**1. Particulars**

- (a) the full name and address of the applicant or where the model is imported from other countries, the name and address of the manufacturer as well as the dealer in India.
- (b) a brief description of the weight or measure the class to which it belongs and the probable uses for which the weight or measure is intended to be produced;
- (c) data regarding metrological and technical characteristics and qualities of the weight or measures;
- (d) test procedure followed by the manufacturer;
- (e) trade name or brand name and type of the weight or measure.

**2. Documents to be annexed:**

- (a) a sketch and section-wise drawings of general arrangements and installation of such weight or measures including therein the details of construction of the weight or measure in such manner as to enable the visualization of the weight or measures in its finished form, and;
- (b) a document describing the following namely:-
  - (i) the principles of construction and the method of operation of the weight or measure;
  - (ii) the safety devices provided to prevent any fraudulent or inaccurate operation of the weight or measure;
  - (iii) the manner in which and the extent to which the weight or measure may be adjusted or corrected;
  - (iv) the place where the verification stamp or seal, or both, may be affixed;
  - (v) plans of general arrangements and installations drawings of the weight or measure and, where necessary detailed installation instructions;
  - (vi) two photographs of the model clearly indicating the mandatory declarations to be included as a part of the certificate of approval of the model;
  - (vii) actual circuit diagram (for digital type);
  - (viii) place/places on the instrument where the verification stamp or seal or both have to be applied to prevent fraudulent practices;
  - (ix) copies of the user's manual, printed pamphlets and other literatures;
  - (x) any other information which the applicant may consider to be useful for assessing the performance, and facilitating the approval of the model;

**3. Supplementary or Additional Devices, if any**

Full information with regard to such supplementary or additional devices, such as drawing, descriptions in relation to the said weight or measures.