

INSTRUCTIONS FOR COMPLETING THE FS 1217 WEIGH SLIP

This form is to be used to record the details of a weigh scale transaction.

Right justify numbers in all the numerical fields and left justify characters in free-form fields, such as: Timber Mark. Underline the letter "S" and draw a line through the letter "Ø" to distinguish these letters from the numbers "5" and "0" (zero).

EVENT TYPE: Record the appropriate 2-character scaling event type code from the table below:

| Event Type Code | Name | Description |
|-----------------|---------------------|---|
| PS | Primary Scale | A load of unscaled timber, arriving from the harvest area (Crown or private lands). <i>This is the default code.</i> |
| SS | Sample Scale | A load of timber that has been selected as an MOF sample. |
| RS | Remote Sample Scale | A load of timber that was selected to be an MOF sample, but which is being scaled at a different scale site than the weighing site. |
| PD | Primary Departure | A load of unscaled timber, arriving from the harvest area (Crown or private land), which is being weighed through and will be delivered to a different district scale site. |
| RT | Red Tag | A load of timber that the scaler has determined will require piece scaling. Red Tag loads occur when a load of timber does not meet any of the strata requirements at the weigh scale. |
| RR | Remote Red Tag | A load of timber, arriving from a weight scale site, that the scaler determined will require piece scaling, but which has been approved to be piece scaled at a different scale site than the weighing site. Red Tag loads occur when a load of timber does not meet any of the strata requirements at the weigh scale. |
| 4R | SB4 - Rescale | A load of scaled timber arriving from another scale site. These loads arrive marked with a previously scaled Timber Brand and a Load Description Slip certified by a scaler. This code shall also be used for loads that have been previously billed (e.g. Forestry Licenses To Cut - Cash Sales tenures) and for loads originating from out-of-province. |
| DP | Departure | A load of timber being shipped out of the weigh scale site. |
| CU | Company Use | Any timber that has been previously scaled, which is not attributable to any specific load. |

SCALE SITE NUMBER: Record the scale site code.

SCALE DATE: Record the date the timber was scaled (e.g. January 15, 2004 = **20040115**).

TIME: Record the time the loaded truck weighed in.

PRIMARY SCALER LICENCE NUMBER: Record the scaling licence number of the scaler who weighed and stratified the loaded truck.

SECONDARY SCALER LICENCE NUMBER: Record the scaling licence number of the scaler who weighed the empty truck (if different than the primary scaler).

POPULATION/STRATUM/YEAR Record the appropriate population/stratum/year.

WEIGH SLIP NUMBER: Record the sequential number for each weigh slip to be submitted. As of January 1, 2004, start at 1 and continue to assign consecutively throughout the site's existence.

COMPANY STRATUM: Optional Field. Nothing recorded here will be keyed or stored in HBS.

TIMBER MARK/ TIMBER BRAND: Record the timber mark or scaled timber brand that appears on the timber and on the Load Description Slip.

CUTBLOCK ID: Record the cutblock from the Load Description Slip.

TRANSPORT ID: Record the name and/or number of the transport/carrier that delivered the load to the scale site.

INCOMING LDS NUMBER: Record the serial number from the Load Description Slip delivered with the load.

SAMPLETYPE: For event types "SS" (Sample Scale) or "RS" (Remote Sample) record either "F" (Forced) or "R" (Random). For all other event types record either "N" (None) or "C" (Company Use).

FIELD SCALE FLAG: Record a "Y" if the timber has been field scaled.

FIELD SCALE DECK: Record the deck ID (if any) that was assigned to this timber when it was field scaled.

GROSS WEIGHT: Record the weight of the loaded truck.

TARE WEIGHT: Record the weight of the empty truck.

NET WEIGHT: Record the weight of the timber by subtracting the tare weight from the gross weight.

GRAPPLE WEIGHT: For approved grapple sampling only - record the weight of timber to be sampled.

OUTGOING LDS NUMBER: For PD and DP event types.

DESTINATION SITE: For PD and DP event types.

DESTINATION: For PD and DP event types.

COMMENTS: Record comments to be keyed and stored on the HBS.

SIGNING SCALER LICENCE NUMBER: Record if the document is **not** signed by the Primary Scaler.

SCALER'S SIGNATURE: The signature of one of the scalers who scaled the timber (usually the Primary Scaler).

TRANSPORT OPERATOR SIGNATURE: The signature of the transport operator.

COMPANY USE SECTION: These fields can be used for any purpose. Nothing recorded here will be keyed or stored in HBS.