

EAST CENTRAL RAILWAY

Office of the
Principal Chief Materials Manager
Hajipur, Bihar, 844101

Stores Instruction No: 155 dated 03.06.2026

**All Stores Officers,
E. C. Railway**

Sub: Periodical checking of weighbridges and maintenance of weighment register
Ref: i) Indian Railway Stores Code, Vol-II, Para 1209
ii) Railway Board's L/No: 98/RS(G)/779/10(CS) dated 07.09.2000 (acs no 03)
iii) Railway Board's L/No: 2018/RS(S)/709/23 dated 06.11.2018
iv) Railway Board's L/No: 2025/RS(S)/709/37 dated. 04.12.2025

Railway Board vide letter under ref (iii) has issued the following system improvements with regards to periodical checking of electronic weighbridges:

- i. To put in place, a procedure order, for conducting Joint Inspection periodically on electronic road weighbridges by representatives of Electrical, Stores and Security Departments and to review periodicity of calibration of electronic road weighbridges and its certification in order to rule out any foul play/tampering with it.
- ii. Deployment of necessary staff/frequent rounds by officials of Security Department in Scrap yard including weighment area during silent hours and Sundays/holidays may be ensured to avoid reoccurrence of such unauthorized activity.
- iii. Periodical rotation of staff posted at weighbridges and scrap yard.
- iv. To install adequate number of CCTV Camera and flood lights at weighbridge areas.

Further, the Indian Railway Stores Code, Vol-II, Para 1209 (r) also stipulates that the custodian DMS/CDMS shall arrange to test all weighbridges and weighing machines **once a month** with loads of previous ascertained by the Depot Officer.

In view of the above, following comprehensive instructions are being issue for periodic checking of electronic weighbridges installed in stores depots:

1. The Depot Officer will nominate a DMS/CDMS as the custodian and in-charge of the weighbridges who shall be responsible for proper upkeep and operation of the weighbridges. He/she shall also conduct monthly checking of weighbridges as per Stores Code and will

maintain the **Manuscript Register** in accordance with Stores Code Para 1209 as per Annexure-A (attached herewith).

2. The depot should have certified weights of minimum 10 MT or as required by Weights and Measures Department or Metrology Department of the State Government for calibration and certification of weighbridges. The same may be ensured as per schedule.
3. The depot should also have several pre-ascertained weights of suitable shape and size which can easily and quickly be removed/placed on weighbridges. The total number of such weights should be sufficient to undertake testing of weighbridges of at least 40 MT (to start with)
4. The weighbridges upto 60 MT should be tested from 0 to 10 MT through certified weights and then from 10 MT onwards, it should be tested with the combination of certified weights and pre-determined weights.
5. The periodicity of testing should be on monthly basis by the Depot officer as per the Stores Code.
6. A particular day in the month should be ear-marked by the Depot Officer for the purpose of periodic checking of weighbridges and on that day, no delivery of scrap should be given from that weighbridge.
7. The “ZERO” or RESET button on the weighbridge should be pressed and the display should be reset to “ZERO” before placing any vehicle on the weighbridge for weighment. The actual weighment process to be started only after it is ascertained that display has been reset to “ZERO”.
8. A Manuscript Register should be maintained as per Annexure-A for each weighbridge where details of periodic testing should be mentioned and signed by the concerned DMS/CDMS and counter-signed by the Depot Officer.
9. The periodical testing as stipulated above, will be done in addition to any test/check carried out by any other authority or by Weights and Measures Department or Metrology Department of the State Government for calibration and certification of weighbridges (refer Stores Code Para 1209).
10. In terms of Railway Board’s letter under ref (iii), one periodic test should be done jointly by representative of Electrical, Stores and Security Department. This joint checking should be held at least on quarterly basis. The committee should inspect the weighbridges and examine proper working of the same as well as the aspect of security against tampering/foul play and should record a certification regarding the same in the Manuscript Register itself, apart from comments on the working of the weighbridges, test result, or any other remarks for prevention of any tampering/foul play etc.
11. The custodian and in-charge of the weighbridges shall also take weighments and shall maintain **Weighment Register** in accordance with Stores Code Para 1515 as per Annexure-B (attached herewith)

12. In addition to these instructions, all other instructions of Railway Board's letters and the provisions of Stores Code should be followed.

This is issued with the approval of PCMM/ECR/HJP.

**KISHOR
MALAKAR** Digitally signed by
KISHOR MALAKAR
Date: 2026.06.03
20:36:28 +05'30'

(Kishor Malakar)

Dy. Chief Materials Manager - III
E. C. Railway, Hajipur

Authority File No: ECR-HQ0STR(Sale)/12/2024-O/o Dy.CMM/II/HQ/ECR
Computer No: 279067

Copy for kind information to: All PHODs
 All DRMs

Depot: **Ward:** **Location:**

[illegible]

Weighment Register

[illegible]