



## New Mexico Department of Agriculture

Division of Standards and Consumer Services

MSC 3170

New Mexico State University

P.O. Box 30005

Las Cruces, NM 88003-8005


Tel: 575-646-1616

Fax: 575-646-2361

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### MEMORANDUM

TO: Registered Service Establishments

FROM: Joe E. Gomez, Division Director 

SUBJECT: Test Standards Submitted for Calibration

To ensure timely and accurate calibrations of test standards submitted to the New Mexico Department of Agriculture (NMDA) Metrology Laboratory, the following criteria must be followed:

1. Metal test measures must be clean of all foreign material and petroleum residue. All test measures must be painted red **except** for stainless steel cans. Dents must be removed and any leaks repaired.
2. Class "F" field weights must be cleaned and freshly painted. Aluminum paint is recommended. Enamel paint is NOT acceptable. Test weights in weight kits are NOT to be painted.
3. Class "F" field weights must conform to the specifications and tolerances set forth in the *National Institute of Standards and Technology Handbook 105-1*. An adjustment cavity on the bottom of the weight is NOT acceptable.

NMDA receives daily delivery and pick up of packages by United Parcel Service (UPS). If you wish to send your test standards by UPS to NMDA for calibration, the standards will be returned via UPS, unless otherwise instructed. The UPS shipping address for NMDA is:

New Mexico Department of Agriculture  
Standards and Consumer Services/Metrology Laboratory  
3190 S. Espina  
Las Cruces, NM 88003-8005  
Telephone: (575) 646-2760

Actual return of shipping charges will be included on the Request for Calibration Services. Calibrations are done by appointment. To schedule a calibration appointment, contact Steve Sumner or Benny Ontiveros, Metrologists, at the address and telephone number listed above.

JEG/dm