



LICENSING DIRECTIVE SL12/01 – JANUARY 2013 (REVISED)

VERIFICATION OF POINT OF SALE SYSTEMS

This directive provides guidance on the verification and marking requirements of POS systems and simple printers and indicators, and should be read in conjunction with the [‘Decision chart for the approval and verification of auxiliary indicating systems’](#).

DEFINITIONS

S1/0/A is the General Supplementary Certificate of Approval for electronic indicating and printing devices for measuring instruments.

S1/0B is the General Supplementary Certificate of Approval for electronic indicating, summing or printing devices interfaced and auxiliary to an approved measuring instrument. S1/0B contains requirements, samples of printing and test procedures to ensure compliance.

A **POS system** is a component of a measuring instrument that is:

- (a) approved for use for trade; and
- (b) used for creating labels, receipts or documents; and
- (c) able to convert the result of a measurement made by the measuring instrument; and
- (d) not able to control the measuring instrument or to affect its metrological performance.

There are two types of POS systems:

1. Historical POS systems, which are compliant with the requirements of S1/0/A.
2. Newly installed POS systems, which have been assessed by NMI against NMI M 7 and have been issued an approval number.

Please note: POS systems that **control** self service/authorisation of a fuel dispenser are not covered here. Such systems are covered within supplementary Certificates of Approval for liquid fuel dispensers and are verified under licence class 18.1.

A **POS system controller** is a data processing device, usually a PC with programmable/loadable software.

REQUIREMENTS FOR POS SYSTEMS INSTALLED BEFORE 1 AUGUST 2012

Data Plate Markings

- POS systems, which are compliant with S1/0/A and installed prior to 1 August 2012 are required to be marked with the descriptive markings specified in S1/0/A; including the NMI approval number S1/0/A.
- If the POS system has been installed before 1 August 2012 and is compliant with S1/0/A, a verifier may apply a missing data plate. If necessary, the serial number can be replaced with another unique identifier.
- These markings are required to be located on the controller only. Other auxiliary devices, which form part of the POS and are attached to the controller (displays, printers and scanners etc), do not need to be separately marked.

Sealing and Verification Marking

- POS systems complying with S1/0/A are not required to be sealed.
- These systems are normally verified in conjunction with the measuring instrument to which they are attached. The licensee carrying out such verifications will require a licence class for the measuring instrument to which the POS is attached. Verification forms will require the details of the measuring instrument only.
- No verification mark is required on the POS, only on the measuring instrument.

REQUIREMENTS FOR POS SYSTEMS INSTALLED AFTER 1 AUGUST 2012

From 1 August 2012, all new POS systems require a supplementary pattern approval certificate and number, as S1/0/A has been cancelled. POS systems will be examined for compliance by NMI and issued a supplementary approval certificate.

Data Plate Markings

- POS systems are required to be marked with the descriptive markings detailed in the supplementary Certificate of Approval, including the approval number. The Certificate will detail where the markings are to be made.

Sealing and Verification Marking

- The Certificate of Approval will detail any sealing requirements.
- Licensees carrying out the verification will require a licence class 18.2. Verification forms will require the serial number (or other unique identifier) of the POS system.
- The label bearing a verifier's mark should be applied to the POS controller in a position that is easily found by a Trade Measurement Inspector.
- **Note:** It is a condition with this class of licence that licensees ensure they (or their employees) are competent to undertake such verifications. Competencies under licence class 18.2 can be recognised within the NMI recognition kit for Simple Measuring Instruments.

CHANGES MADE TO POS SYSTEMS

POS systems need to be verified before use for trade and re-verified under certain conditions.

Some examples where re-verification of the POS system would be required are:

- Metrological change of POS software.
- Replacement of a POS hardware component (e.g. display or printer) with a different type or model.
- Addition of new hardware e.g. adding a printer to a system which did not have one before.

Verification forms will require the use of instrument performance code 'G' (modified/upgraded).

Some examples where re-verification of the POS would not be required are:

- Movement of measuring instrument or POS hardware component within a verified system. Note - the measuring instrument may need to be re-verified.
- Addition of approved POS hardware e.g. adding an identical printer to a system, which already has one.
- Replacement of measuring instrument. Note – the measuring instrument may need to be re-verified.

REQUIREMENTS FOR SIMPLE PRINTERS AND INDICATORS

Simple printers and indicators that do not form part of a POS system must be tested in accordance with the test procedure outlined in S1/0B. These devices should only be verified in conjunction with the verification of the measuring instrument to which they are attached.

A verification mark is required to be placed on the measuring instrument. No additional verification mark is to be placed on the simple printer or indicator. Verification reports require the details of the measuring instrument only.

These devices must be identified with a data plate containing information specified in S1/0B. There is no requirement for these devices to be sealed.

A simple printer or indicator can be connected by anyone to a verified measuring instrument without the need for the measuring instrument to be re-verified. It is the responsibility of the user of the device to ensure it is compliant with S1/0B.

Please refer to the NMI website for more information on the following:

- Information on the pattern approval of POS systems, simple printers and indicators.
(Link to : www.measurement.gov.au/pos)
- List of POS system Certificates of Approval
(Link to www.measurement.gov.au/patternapprovalpos)
- POS Verification requirements: Before and after 1 August 2012
(Link to:
www.measurement.gov.au/TradeMeasurement/Licensees/Documents/POSVerificationRequirements.pdf)
- Information on the recognition of skills under simple measuring instruments.
(Link to: www.measurement.gov.au/recognitionkit).

Disclaimer

Nothing in this document is intended to constitute legal advice and readers should obtain their own advice from a legal practitioner on any information, which they seek to rely on for any legal purpose.