



STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
MATERIALS & TESTS DIVISION
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CLAY BRIGHT
COMMISSIONER

BILL LEE
GOVERNOR

MEMORANDUM

TO: TDOT Operations and Material Suppliers
FROM: Materials & Tests Division and Construction Division
DATE: May 28, 2019
SUBJECT: Acceptable Use of Manual, Electronic and Digital Signatures and Seals on Weigh Tickets

The use of manual, electronic, or digital signatures and seals on weigh tickets is acceptable for payment, as noted in TDOT Standard Specification 109.01(E), in accordance with the requirements set forth in Tennessee Code Annotated 47-26-801 *et seq.* and the definitions provided therein.

All weigh tickets must include the Certified Weigher's signature and seal. There is no prescribed appearance for seals, but all seals must include the Certified Weigher's name and weigher number along with the words "Tennessee Certified Weigher" placed on the copy of record (the original weigh ticket).

Please refer to the following guidance when reviewing weigh tickets for payment:

- If signed and sealed manually, the copy of record should include a wet ink signature, and the seal may be placed by a rubber stamp or imprinting stamp.

Example 1:



- If signed and sealed electronically or digitally, the copy of record should include an electronic or digital signature, which is to be affixed by the Certified Weigher with "intent to sign the record," and the seal may be placed either electronically or digitally.

Examples include, but not limited to the following:

Example 2: (Signature below is a digital signature generated by software to authenticate the signer's identity)

John Doe
Tennessee Certified Weigher
No. XXXX



Example 3:

John
Doe

Digitally signed by John Doe
DN: cn=John Doe, o=Tennessee
Certified Weigher, ou=Weigher
Number 12345,
email=j.Doe@example.com, c=US
Date: 2019.05.16 13:50:44 -05'00'

Example 4:

Tennessee Certified Weigher	Deputy Weighmaster John Doe
No: 12345	<i>John Doe</i>

Example 5:

Tennessee Certified Weigher
John Doe – No. XXXX

