

Weights and Measures Portfolio (Version 3)

Frequently Asked Questions for candidates and assessors

The Weights and Measures portfolio has been revised following a UK-wide review commissioned by CTSI Council and overseen by the Qualifications Panel. This document explains what has changed, how the transition will work, and what it means for you. The revised portfolio is referred to as Version 3.

About the changes

What has changed, and why?

The portfolio's instrument list and supporting wording have been updated to reflect current legislation, operational practice and technological developments across all four UK nations. The portfolio's objectives and the evidential tasks you must complete to demonstrate competence are unchanged - the standard expected of you, and the way your competence is assessed, remain the same.

When does the revised portfolio take effect?

Following Council approval in September 2026, Version 3 is now the current portfolio. New candidates use it immediately, and a transition period is in place for candidates already in progress on the old version (see below).

The transition period

Which version applies to you depends on where you are in your studies:

Your situation	Which version you use
Starting your W&M portfolio now (not yet begun) (V3)	Version 3 (the revised portfolio) from the outset.
Already working on the previous version (V2)	Continue and submit at any submission deadline up to and including 1 October 2027.
Submitting after the 1 October 2027 deadline	Only Version 3 will be accepted. Any remaining candidates transfer to Version 3.

Note: the portfolio has two completion deadlines each year, on 1 April and 1 October. Both the 1 April 2027 and 1 October 2027 deadlines fall within the transition period, so candidates already in progress have until the 1 October 2027 deadline to submit under the previous version if they wish.

Candidates are not to swap to Version 3 if they are working on version 2 already. Verifiers will not accept transfers to Version 3 until after the 1 October 2027 completion deadline.

The equipment requirements

How many instruments must I test now?

You must complete a minimum of 21 pieces of equipment in total: 19 mandatory instrument tests, made up of the minimum number required from each of the seven categories, plus a minimum of 2 optional instruments of your choice.

Each category states the minimum number of instruments to be tested from it. Together, the category minimums make up the 19 mandatory tests. You then choose at least 2 further instruments from the optional items.

How do I know which instruments are mandatory and which are optional?

Each category in the portfolio shows a minimum number of instruments to be tested, and the individual instruments are shaded to show whether they are obligatory or optional. Where a category specifies a particular instrument (for example, one connected to a POS system), that requirement is noted against the instrument. A full breakdown is provided in the accompanying “Instrumentation Requirements and Summary of Changes” document.

What has changed in the instrument list?

The main changes are:

- The overall requirement has increased from 20 to 21 pieces of equipment, with the mandatory count increasing from 18 to 19.
- Working standard fuel measures are now a mandatory instrument (previously optional), as they are a fundamental piece of equipment used by Trading Standards officers.
- “Liquid Fuel Measuring Instrument (basic)” is now described as “Liquid Fuel Measuring Instrument (non-STA)” for precision - the instrument itself is unchanged.
- “Bulk fuel meter testing equipment” is now described as the “bulk fuel reference meter”.
- The meter in use for trade with a non-fuel liquid (for example milk or paraffin) remains optional.

Class III NAWIs over 3,000kg remain mandatory, and Class II NAWIs remain optional. A full before-and-after summary is provided in the accompanying instrumentation document, which is available on the website.

Where can I have working standard fuel measures tested?

Because working standard fuel measures are now mandatory, CTSI will be compiling an accessible list of weights and measures laboratories able to test them. This will be made available to candidates and assessors to support access, when the information becomes available.

Products and testing requirements

What are the rules for testing products (packaged goods)?

You must examine and test 16 different products, for the purposes of the Weights and Measures (Packaged Goods) Regulations 2006, from the categories listed in the portfolio. More than one product may be selected from the same category, but the requirement cannot be met by testing 16 identical products. There is no requirement to test an aerosol specifically.

What are the two reference tests?

Candidates are required to carry out two reference tests. This requirement is set out in the portfolio in the Required Weights and Measures Skills Activities section.

Practical questions

Does this change the standard I am assessed against?

No. The review confirmed that the portfolio's objectives and evidential tasks remain robust and fit for purpose. The assessment structure and the standard of competence required are unchanged.

Where do I get the revised portfolio, and who do I contact with questions?

The revised portfolio and supporting materials are published on the website, alongside this document.

Where can I find the All-Portfolios Inc Check Lists Version 2 document?

QF Portfolio Version 2 is no longer available on the website. Should this be needed, contact the Education Team using the email address below and this will be emailed to you. This is removed to ensure that anyone starting on portfolios now, will be using the correct portfolio document.

If you have any questions, please contact the CTSI Education Team at qualifications@tsi.org.uk.