

**481—390.10(89) Reporting requirements.**

**390.10(1) Control and safety device reports.** Documentation required by this subrule shall be kept on site and be available for inspection by the department or special inspectors. The owner or user shall mail a copy of the documentation required by this subrule to the department.

*a.* The requirements of this subrule do not apply to:

(1) An object within the scope of 481—Chapter 395;

(2) A hot water supply boiler covered by ASME Section IV, Part HLW; or

(3) A boiler with a fuel input rating greater than or equal to 12,500,000 Btu per hour, falling within the scope of NFPA 85, Boiler and Combustion Systems Hazards Code.

*b.* The installer shall complete a CSD-1 report for each installed object. For all objects that do not fall under CSD-1, an I-1 report in accordance with NBIC shall be completed.

*c.* A person who installs a new burner, new gas train, or new controller on an object shall complete a CSD-1 report.

*d.* A person who replaces a part or component of an object shall complete the relevant portions of the CSD-1 report unless the replacement satisfies the design specifications. A copy of an invoice containing the same information as the relevant portions of the CSD-1 report is an acceptable alternative.

**390.10(2) Reporting repairs and alterations.** If the National Board Inspection Code requires that a report of repair, alteration or other such documentation is required, a copy of that documentation must be simultaneously filed with the director.

**390.10(3) Reporting explosions and other incidents.**

*a.* The following definitions apply to this subrule.

“*Incident*” means the explosion of a covered object or other failure of a component of a covered object causing injury or acute illness.

“*Injury*” means a personal injury requiring professional medical care or causing disability exceeding one day.

*b.* The owner or user of a covered object shall notify the director of an incident. A special inspector investigating an incident shall notify the owner or user of this reporting requirement.

*c.* Incident reports are made by calling 515.669.8945 or 515.725.2050. If the incident occurs during normal department operating hours, notification shall occur before close of business on that day. If the incident occurs when the department office is closed, the notification shall occur no later than close of business on the next department business day. Department hours are 8 a.m. to 4:30 p.m., Monday through Friday, except state holidays.

*d.* At the request of the director, a person who submits a report pursuant to this subrule shall also submit a written report that includes the state identification number of the object, name of the owner of the object, and description of the incident.

*e.* The removal of any part of the damaged object from the premises is forbidden until permission to do so is granted by the state inspector or special inspector who investigated the incident.

*f.* When an incident involves the failure or destruction of any part of the object, the use of the object is forbidden until it has been made safe and it has passed an inspection by the state inspector or special inspector who investigated the incident.

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