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State of Iowa  
1961

# IOWA DEPARTMENTAL RULES

JULY  
1961  
SUPPLEMENT

Containing

The permanent rules and regulations of general application promulgated  
by the state departments from January 1, 1961 to July 1, 1961



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## PREFACE

This volume is published in compliance with section 14.3(7) of the Code. The rules of the various boards and departments are arranged in alphabetical order, using the names of the departments in general use.

Not all of the rules and regulations promulgated by the state departments have been included. The Act specifies "permanent" rules of "general application." Where rules have been omitted by the editor there is a notation indicating where such rules may be obtained.

July 1961

THE EDITOR

## PUBLICATION OF DEPARTMENTAL RULES

Section 14.3 of the Code, subsection 7, requires the Code Editor to:

"Prepare the manuscript copy, and cause to be printed by the state superintendent of printing in each year in which a Code is published, a volume which shall contain the permanent rules and regulations of general application, promulgated by each state board, commission, bureau, division or department, other than a court, having statewide jurisdiction and authority to make such rules. The code editor may omit from said volume all rules and regulations applying to professional and regulatory examining and licensing provisions and any rules and regulations of limited application. The code editor may make reference in the volume as to where said omitted rules and regulations may be procured.

"This volume shall be known as the Iowa departmental rules and any rule printed therein may be cited as.....I.D.R.....giving the year of publication and the page where the particular rule, by number, may be found.

"The code editor may provide cumulative, semiannual supplements for insertion in the latest published volume and a place shall be provided in the binding of said volume for insertion of such supplements."

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# IOWA

## DEPARTMENTAL RULES

### JULY 1961

#### CONSERVATION COMMISSION

ADMINISTRATIVE ORDER NO. 296

[Filed February 20, 1961]

The State Conservation Commission, on its own motion does hereby order and declare under and pursuant to the power and authority of Section 109.39, aforesaid, that for the period from March 1, 1961 to March 1, 1962, the open seasons, daily catch limits and possession limits for fishes be as follows:

	INLAND WATERS OF THE STATE	BOUNDARY WATERS			
Kind of Fish	Open Season	Daily Catch Limit	Possession Limit	Minimum Length or Weight	Mississippi and Missouri Rivers and Inland Waters of Lee County
Carp, Buffalo, Quillback, Gar, Dogfish, Gizzard Shad, Sheepshead, Sucker, Redhorse, Chub, Sunfish, Bluegill, Yellow Bass, Bullhead, Rock Bass, Warmouth, Minnow and Sand Sturgeon.	Continuous	None	None	None	Same as inland waters
Rock Sturgeon	Closed				Closed
Paddlefish	Continuous	15	30	5 lb.	Same as inland waters
Perch, Crappie, and Silver Bass	Continuous	15	30	0	Same as inland waters except no catch or possession limits
Trout	Continuous	6	12	0	Same as inland waters
Catfish	Continuous	8	16	None	Continuous open season, no catch or possession limit.
Smallmouth Bass and Largemouth Bass	May 27-Feb. 15 N of Hwy. 30 Continuous S of Hwy. 30	5 Aggregate	10 Aggregate	0	Same as inland waters except continuous open season. Aggregate daily bag 10 and possession 20.
Walleye and Sauger	S of Hwy. 30 Continuous May 13-Feb. 15 N of Hwy. 30	5 Aggregate	10 Aggregate	None	Continuous open season. Daily catch 10, aggregate possession 20.
Muskellunge	Closed				Closed
Northern Pike (Pickerel)	May 13-Feb. 15	3	6	24 *	Continuous open season. Daily catch 5, Possession 10.
*Length limit applies only to: Natural Lakes and Blue Lake, Brown Lake, and Lake Manawa.					
Frogs (except bullfrogs)	May 13-Nov. 30	4 Doz.	8 Doz.	0	Same as inland waters
Bullfrogs ( <i>Rana catesbeiana</i> )	May 13-Nov. 30	1 Doz.	1 Doz.	0	Same as inland waters

## CONSERVATION COMMISSION

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Where waters are located within the confines of state, city, municipal parks, etc., fishing will be permitted only when such areas are open to the public.

**EXCEPTIONS:** On all state-owned natural lakes, all angling through ice is prohibited between the hours of 6:00 P. M. and 6:00 A. M.

In Little Spirit, Dickinson County; Iowa and Tuttle (Okamanpedan) Lakes, Emmet County; Burt (Swag) Lake, Kossuth County; and Iowa Lake, Osceola County, the following exceptions apply: Walleye, daily catch limit 6, possession limit 6; Northern Pike, daily catch limit 3, possession limit 3; Sunfish, daily catch limit 15, possession limit 30; Catfish, open season, Saturday preceding May 15th to February 15th, daily catch limit 16, possession limit 16. Smallmouth and Largemouth Black Bass, open season, Saturday preceding May 30th to November 30th, catch limit 5, possession limit 5. Bullheads, Carp, Suckers, Redhorse, Buffalo, Burbot, Dogfish, Garfish, Quillback, Sheepshead, no closed season, no daily catch, possession or size limits. The possession limit shall not exceed thirty (30) fish of all kinds in the aggregate except that the aggregate possession limit shall not apply to fish named on which there is no daily catch limit.

This order shall not apply to commercial fishing.

### BOAT REGULATIONS

[Filed May 29, 1961]

Pursuant to authority vested in this Commission by the provisions of Senate File 451 (Chap. 87) passed by the 59th General Assembly, the following rules and regulations are hereby adopted as they apply to the new boating law.

#### Regulation No. 1—CONTENT OF APPLICATION FOR NUMBER.

The following information shall be furnished, required and stated in the application for number:

1. Name and address of the owner.
2. Date of birth.
3. Citizenship.
4. State of principle use.
5. Present number (if any).
6. Hull material (wood, steel, aluminum, plastic, other).
7. Type of propulsion (outboard, inboard, other).
8. Type of fuel (gas, diesel, other).
9. Length and width of boat.
10. Make, and year built (if known).
11. Statement as to use.
12. Signature.
13. Make of motor, serial number of motor.
14. Maximum number of persons intended on board.

#### Regulation No. 2—INFORMATION ON CERTIFICATE.

The certificate of number shall show the following:

1. Name and address of boat owner.
2. Number issued.
3. Expiration date.

4. Make or model or type of boat.
5. Hull material (wood, steel, aluminum, plastic, other).
6. Length of vessel.
7. Propulsion (inboard, outboard, other).
8. Maximum capacity rating (number of persons).

#### Regulation No. 3—DISPLAY OF NUMBER ON VESSEL, AS TO SIZE, BLOCK TYPE AND CONTRASTING COLOR.

1. The identification number awarded to any vessel under the Iowa numbering system shall be displayed thereon by being:

(a) painted on, or attached to, each side of the bow (i.e., the forward half) of the vessel; read from left to right; and in such position as to provide maximum visibility;

(b) in block characters of good proportion not less than 3 inches in height;

(c) of a color which will contrast with the color of the background (i.e., dark numbers on a light background, or light numbers on a dark background) and so maintained as to be clearly visible and legible.

2. No other number shall be carried on the bow of the vessel.

3. Purchase and attachment of these letters and numbers is the responsibility of the boat owner.

#### Regulation No. 4—REPORTING OF BOATING ACCIDENTS.

(a) A written report is required when any accident occurs on board, or involving any vessel in addition to those stipulated in the law.

1. The disappearance of any person from on board under circumstances which suggest any possibility of their death or injury.

(b) These reports shall be filed in triplicate with the State Conservation Commission in writing and shall include the following information:

1. The numbers and/or names of the vessels involved.

2. The locality where the accident occurred.

3. The date and time where the accident occurred.

4. The weather and lake or river conditions at time of accident.

5. The name, address, age, and boating experience of the operator of the reporting vessel.

6. The names and addresses of the operators of the other vessel involved.

7. The names and addresses of the owners of vessels or other property involved.

8. The names and addresses of any person or persons involved or killed.

9. The nature and extent of injury to any person or persons.

10. A description of damage to any property (including vessels) and estimated cost of repairs.

11. A description of the accident (including opinions as to the causes).

12. The length, propulsion, horsepower, fuel and construction of the reporting vessel.

13. Names and addresses of known witnesses.

**Regulation No. 5—NUMBERING PATTERN TO BE USED.**

(a) The identification numbers awarded under the Iowa system shall consist of three parts. The first part shall consist of the letters "IA" indicating this state. The second part shall consist of not more than four (4) arabic numerals. The third part shall consist of not more than two (2) letters.

(b) The parts shall be separated by a hyphen or an equivalent space. As examples:

IA-2500-C IA-9875-EA IA 7560 ZZ

(c) Since the letters "I", "O", and "Q" may be mistaken for arabic numerals, they shall not be used in the suffix.

[Filed June 20, 1961]

**Regulation No. 6—AFT LIGHT FOR SAILBOATS LESS THAN 26 FEET IN LENGTH.**

Vessels of Class I & II propelled by sail alone between sunset and sunrise shall exhibit in addition to combine lantern a white light in aft part of boat which shows (360°) all around the horizon.

**Regulation No. 7—BUOYANT SAFETY EQUIPMENT.**

Life preservers, life belts, ring buoys, or similar devices shall be Coast Guard approved.

**Regulation No. 8—FIRE EXTINGUISHERS.**

Fire extinguishers shall be a Coast Guard approved type as identified in the Coast Guard publication equipment list (CG-190) by manufacturers model, number and size.

**Regulation No. 9—NUMBER DESIGNATING PASSENGER CAPACITY.**

The passenger capacity of boats as assigned

by the Commission shall be painted or attached to the starboard side (the right side while in boat and facing the bow) of boat within 9 inches of transom in 3 inches or larger block numbers in a color contrasting to the boat color so that the numbers ride above the water line when boat is fully loaded.

**Regulation No. 10—LIGHTS NEEDED FOR NIGHT USE OF VESSELS WHILE NOT UNDERWAY.**

Any vessel on the waters of the State under the jurisdiction of the State Conservation Commission, while in use or occupied, shall exhibit a white or amber light which shows all around the horizon between the hours from sunset and sunrise except those boats requiring special lights for operation while underway.

**Regulation No. 11—SPEED AND DISTANCE REGULATIONS.**

A. All waters under the jurisdiction of the State Conservation Commission.

1. No motorboat shall be operated at speeds greater than 5 miles per hour when within 250 feet of another craft traveling at 5 miles per hour or less.

2. Motorboats shall maintain a minimum passing or meeting distance of 50 feet when both boats are traveling at speeds greater than 5 miles per hour.

B. Natural Lakes.

1. No motorboat shall be operated at a speed exceeding 5 miles per hour unless vision is unobstructed at 300 feet ahead.

2. No motorboat shall operate within 300 feet of the shore of any lake at a speed greater than 10 miles per hour.

## ENGINEERING EXAMINERS

[Filed March 8, 1961]

Be It Resolved By The Board of Engineering Examiners, at meetings held on December 8, 1960, and February 9, 1961, to make the following changes in the departmental rules, as provided in Section 114.6, Code 1958.

1. That Rule No. 2, appearing on page 101, Iowa Departmental Rules, 1958, is hereby rescinded.

2. That Rule No. 10, appearing on page 102, Iowa Departmental Rules, 1958, is hereby amended by striking all after the word "surveyor", line 10, and the following paragraphs adopted in lieu thereof:

"1. To act for his client, or employer, in professional matters other than as a faithful agent or trustee, or to accept any remuneration other than his stated recompense for services rendered.

"2. To attempt to injure falsely or maliciously, directly or indirectly, the professional reputation, prospects or business of anyone.

"3. To attempt to supplant another engineer or land surveyor after definite steps have been taken toward his employment.

"4. To compete with another engineer or land surveyor for employment by the use of unethical practices.

"5. To review the work of another engineer or land surveyor for the same client, except with the knowledge of such engineer or land surveyor, or unless the connection of such engineer or land surveyor with the work has terminated.

"6. To attempt to give or obtain technical services or assistance without fair and just compensation commensurate with the services rendered.

"7. To advertise in self-laudatory language, or in any other manner derogatory to the dignity of the profession."

[Filed March 20, 1961]

Pursuant to Motion of the Board of Engineering Examiners, at meeting held March 6, 1961, and in accordance with the authority vested in them by virtue of Section 114.6, Code 1958, the following has been adopted by the Board:

## ENGINEERING EXAMINERS

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### SECTION 1.

Rule No. 3—Photograph, appearing on page 102, Iowa Departmental Rules, is hereby renumbered as Rule No. 2.

### SEC. 2.

Rule No. 5—Land Surveying Examination, is hereby renumbered as Rule No. 3.

### SEC. 3.

Rule No. 6—Examinations for land surveyors only, is hereby renumbered as Rule No. 4.

### SEC. 4.

Rule No. 7—Land surveying by professional engineers, is hereby renumbered as Rule No. 5.

### SEC. 5.

Rule No. 8—Registration in Iowa for those registered in other states, is hereby renumbered as Rule No. 6.

### SEC. 6.

The following new rule is hereby adopted as Rule No. 7—Practice of engineering prior to registration, as follows:

"(a) Residents. A person approved for a professional branch examination under Rule No. 1a, may, upon specific application, be allowed to practice engineering in the state of Iowa until the next scheduled examination period, provided, in the opinion of the board, such practice is in the public interest, and provided the applicant has not begun the practice of engineering in the state before the board has approved his request.

"(b) Nonresidents. An engineer who has made application for registration in the state of Iowa under Rule No. 6 may, upon specific application, be allowed to practice engineering in the state of Iowa until the next meeting of the board, provided, in the opinion of the board, such practice is in the public interest, and provided the applicant has not begun the practice of engineering in the state before the board has approved his request."

### SEC. 7.

Rule No. 9—Preliminary Examinations for College Seniors (Engineers In Training), is hereby renumbered as Rule No. 8.

### SEC. 8.

Rule No. 10—Ethics, appearing on pages 102 and 103, IDR, is hereby renumbered as Rule No. 9.

[Filed June 14, 1961]

Pursuant to Motion of the Board of Engineering Examiners, at a meeting held June 2, 1961, and in accordance with the authority vested in them by virtue of Section 114.6, Code 1958, the following has been adopted by the Board:

1. Delete last sentence of Rule No. 1(a)
2. Rescind Rule No. 1(c) and transfer to Board Regulations
3. Rescind Rule No. 1(e) and transfer to Board Regulations
4. Rescind Rule No. 1(j)
5. Rescind Rule No. 1(k)

6. The remaining paragraphs designated by letters after the aforementioned changes are to be redesignated by letters in alphabetical letter order commencing with the letter a.

7. Rescind Rule No. 2, and substitute in lieu the following:

Rule No. 2—Photograph:

"A photograph of the applicant shall appear in space provided upon the application form.

It shall be an unretouched photograph taken within 6 months prior to the date of the application and the face shall be portrayed not less than ¾-inch in width."

8. Delete from Rule No. 3, the word "examination" in the title.

9. Delete first paragraph Rule No. 3, to wit:

"Candidates for registration as land surveyors must have eight years of engineering and land surveying experience, of which one to four years may have been secured by the completion of satisfactory college work in civil engineering and surveying."

10. Delete from Rule No. 4, the word "only" in the title.

11. Delete the following in Rule No. 4, "(Read Rule 1(c) for exceptions). The land surveying examinations are usually given during the regular two-day examination period for professional engineers."

12. Rescind Rule No. 5.

13. Rule No. 6, to be renumbered Rule No. 5. Delete last sentence, to wit:

"The board will require that the qualifications for registration in the state in which applicant is registered shall not be lower than those specified by the Iowa law (Section 114.20)."

14. The following new rule is hereby adopted as Rule No. 6.

Rule No. 6—Practice of engineering prior to registration:

A professional engineer, registered in another state, who has made application for registration in the state of Iowa, under Rule No. 5, may, upon specific application, be allowed to practice engineering in the state of Iowa, until the next meeting of the board, provided, in the opinion of the board, such practice is in the public interest, and the applicant has not begun the practice of engineering in the state before the board has approved his request.

15. Rescind Rule No. 7.

16. Rule No. 8, is hereby renumbered Rule No. 7. Delete the following "Iowa residents or others" and in lieu thereof insert the word "Persons".

17. Rule No. 9, is to be renumbered Rule No. 8. Delete the first paragraph which reads:

"Whereas, Section 114.14, Code of Iowa, 1958, provides that "no person shall be eligible for registration as a professional engineer, or land surveyor, who is not of good character and reputation." Therefore, to give effect to the above clause the board submits this Code of Ethics for the guidance of practicing engineers."

## HEALTH DEPARTMENT

## Amendment to Rules

[Filed June 1, 1961]

Pursuant to the provisions of Section 135C.14, Code of Iowa, 1958, subparagraphs 6, 7, 8 and 9 of Section 4.3(a) appearing on page 133 of the Iowa Departmental Rules 1958, as amended April 17, 1959 and appearing on page 14 of the July 1959 Supplement, and further amended November 8, 1960 and appearing on page 23 of the the January 1961 Supplement, are repealed and the following adopted in lieu thereof:

6. After June 1, 1962 in homes of a licensed bed capacity of less than twenty (20) beds, there shall be at least one qualified nurse on duty forty (40) hours per week, and on recall

when not on regular assignment.

7. After June 1, 1962, in homes with a licensed bed capacity of twenty (20) to fifty (50), a nurse shall be on duty at least eighty (80) hours per week with one nurse on recall when not on regular assignment.

8. After June 1, 1962, in homes with a licensed bed capacity of fifty-one (51) to one hundred (100), a nurse shall be on duty at least one hundred twenty (120) hours per week, with one nurse on recall when not on regular assignment.

9. After June 1, 1962, in homes with a licensed bed capacity of over one hundred (100), a nurse shall be on duty at least one hundred sixty (160) hours per week, with one nurse on recall when not on regular assignment.

## MERIT SYSTEM COUNCIL

[Filed July 6, 1961]

Pursuant to the personnel provisions of the State Department of Social Welfare, Section 234.6, the Employment Security Commission, Section 96.11, the State Department of Health, Sections 135.6 and 135.11, the State Services for Crippled Children, Section 262.9, Code of Iowa, 1958, the Mental Health Authority, Chapter 353, Laws of the 52'd General Assembly of the State of Iowa, and the Civil Defense Administration, Chapter 82, Acts of the 58th General Assembly, and the Standards for a Merit System of Personnel Administration

issued by the Federal Social Security Board on November 1, 1939, rules and regulations appearing at 1958 Iowa Departmental Rules, Page 235, Article I, Section 7, "Exempt Position", are amended by striking from line 27, "The exempt positions in the Employment Security Commission", subsection (b) the word "part-time",

AND

at Page 235, Article I, Section 7, "Exempt Position", are amended, following line 66, "The exempt positions in the Mental Health Authority", by adding subsection "(c) Janitors".

## PUBLIC INSTRUCTION DEPARTMENT

[Filed June 2, 1961]

BE IT RESOLVED BY THE STATE BOARD OF PUBLIC INSTRUCTION:

That all of divisions 1 and 3 of Section VIII relating to the school bus driver and appearing on pages 281 and 282 of I. D. R. 1958 are hereby rescinded and the following adopted in lieu thereof. A new paragraph, Division 7, has been added.

1. General character and emotional stability are qualities which must be given careful consideration by boards of education in the selection of school bus drivers.

a. Elements that should be considered in setting a character standard are:

1. reliability or dependability
2. initiative, self-reliance, and leadership
3. ability to get along with others
4. freedom from use of undesirable language
5. personal habits of cleanliness
6. moral conduct above reproach
7. honesty
8. freedom from addiction to narcotics or habit-forming drugs
9. freedom from addiction to alcoholic beverages or liquors.

b. Factors to be considered in determining emotional stability are:

1. patience
2. considerateness
3. even temperament
4. calmness under stress.

3. Applicants for the school bus driver's permit must submit signed physician's statement indicating physical fitness as follows:

a. Sufficient physical strength to operate the bus effectively.

b. Possession of full and normal use of both hands, both arms, both feet, and both legs. Amputation of an arm or foot will disqualify the applicant. Amputation of more than two fingers of the hand will disqualify the applicant. In other words, the applicant should have one complete hand, and the thumb and at least two fingers of the other hand to qualify. Individual evaluations will be made for applicants who have parts of fingers missing.

c. Freedom from any communicable disease, such as tuberculosis.

1. Tests for Tuberculosis

a. New Appointees

1. Bus drivers who are new appointees are to take the intradermal tuberculin test or have a chest x-ray. If the intradermal

PUBLIC INSTRUCTION DEPARTMENT

tuberculin test is negative, the x-ray film is not necessary. If the tuberculin test is positive, an x-ray must be taken. Candidates whose chest x-rays show any active form of tuberculosis will be rejected.

b. Candidates for re-appointment

1. Bus drivers who have taken the intradermal tuberculin skin test only at any time prior to the six-months period preceding September 1 of the school year for which the permit is to be issued must be retested. For example, a driver who had an intradermal tuberculin skin test on February 15, 1961, must be retested if he applies for a 1961-1962 permit. If this test was taken on or after March 1, 1961, and the result was negative, the applicant would not have to be retested.

2. Bus drivers who have had a negative chest x-ray within the 16 months preceding September 1 of the school year for which the permit is to be issued are not required to be retested. For example, a driver who had a negative chest x-ray on or after May 1, 1960, would not have to be retested if he applied for a permit covering the 1961-1962 school year. If he had taken the x-ray prior to May 1, 1960, then he would be required to be retested.

3. The drivers may take either the intradermal tuberculin test or a chest x-ray film. However, if the tuberculin test is positive, the x-ray must then be taken.

2. Freedom from mental, nervous, organic, or functional diseases such as epilepsy, paralysis, insanity, diabetes, abnormal blood pressure, heart ailments or any disease that may cause a tendency to fainting. Blood pressure in excess of 170 (systolic) and 100 (diastolic) taken in a sitting position will disqualify the applicant in the absence of a qualified physician's recommendation and satisfactory statement covering significance of high pressure.

e. The driver must be mentally alert and of at least normal intelligence.

f. The driver must have at least 20/40 vision in each eye, either normally or after correction. If one eye is near normal, visual acuity within the limits of 20/100 in the other eye is permissible. If glasses are required to bring the vision within above limits, the glasses must be worn at all times when driving the bus. Persons with tunnel or barrel vision may not be used. The driver must have near normal depth perception. Color blindness in a driver is undesirable.

g. The driver must have sufficient hearing in both ears to be able to hear sirens, whistles, warning bells, signals, and other sounds related to safe operation of school buses. Applicant must meet this requirement without the use of a hearing aid.

7. No driver should be employed until the board has assured itself that the applicant has an acceptable driving record.

[Filed June 2, 1961]

BE IT RESOLVED BY THE STATE BOARD OF PUBLIC INSTRUCTION:

That pursuant to the provisions of section 8(6d), Chapter 285, Code of Iowa, paragraphs 1-2(a) (b) (c)-3(b)-4(b) (c) (d4a)-5(b)-7-8(b) (c)-9(a) (b) (c)-11(h)-12-14(a)(b)-15(a)(c)-16-

18-(b)(c)-20(a)(b)(c)(d)-21(a) (b) (c) (d)-22 (b) (c) (d) (e) - 23 and 24 of division B, and paragraphs 5(a) (c) - 7(a) - 8(c) - 9(a) (b) - 10 (a-1) (b-7) (b-10) - 11 - 12(a) (b) (c) - 13 (a) (b) - 15(a) (b) (c) - 17(e) - 18 - 19(a) - 21 (a) (b) (c) (d) (f1) - 26(a) (b) - 29(a) (b) (f) (g) - 30(c) (d) - 32(a) (b) - 36-42(a) (b) (c) and 43(b) of division C, section XV, relating to the school bus and appearing on pages 284-292 of I. D. R. 1958 are hereby rescinded and the following adopted in lieu thereof: New paragraphs, 26 and 27, have been added to Division B, and new paragraphs, 10(a-8) (c)-21(f7f) (j)-29(k) (l) (m) (n)-44 and 45, have been added to Division C.

B. The School Bus Chassis

1. Air Cleaner. Bus shall be equipped with adequate oil-bath or dry-element type air cleaner mounted outside passenger compartment.

2. Axles. a. Front axle or other type of suspension assembly shall be of sufficient capacity at ground to support such load as would be imposed by gross vehicle weight 10 percent in excess of actual gross vehicle weight as defined under Power or grade ability formula (See Power Section.)

b. Rear axle shall be full-floating type. Rear axle or other type of suspension assembly shall have gross weight rating at ground equal to or exceeding that portion of total load which is supported by rear suspension assembly.

c. Two speed rear axles are recommended for 48 or larger capacity buses. If installed, engine must have sufficient power to meet grade ability requirements.

3. Battery.

b. No bus shall be equipped with a battery of less than 70 ampere hours at 12 volts measured at 20-hour rate except that two—6 volt, 100 ampere, batteries wired in series are permissible.

4. Brakes.

b. Foot or service brakes shall, at all times, be capable of stopping complete unit (i.e., wet chassis weight, plus body weight, plus driver's weight, without pupils) from speed of 20 miles per hour in not more than 30 feet, such distance to be measured from point at which movement of service brake pedal or control begins. Tests for stopping distance shall be made on substantially level (not to exceed plus or minus 1 percent grade), dry, smooth, hard surface that is free from loose material.

c. (1) Chassis shall be equipped with auxiliary brake capable of locking rear wheels and capable of holding vehicle on any grade on which it is operated under any conditions of loading on a surface free from snow or ice. Operating controls of such auxiliary brake shall be independent of operating controls of service brakes.

(2) Under test conditions outlined in Item b above, auxiliary brake shall be capable of stopping vehicle from speed of 20 miles per hour in measured distance of 50 feet.

d. Chassis designed for any bus body of 36 or greater basic pupil load shall be equipped with full compressed air brakes, vacuum actuated power or assistor type brakes, or compressed-air-over-hydraulic brakes.

(4) Buses having full compressed air systems shall be equipped with

(a) at least two reservoirs (or one vessel divided into two compartments) connected in series.

5. *Bumper, Front.* (Section 321.373(12), Code of Iowa)

b. Front bumper must extend to outer edges of fenders at bumper top line (to assure maximum fender protection) and be of sufficient strength to permit pushing vehicle of equal gross weight without permanent distortion to bumper, chassis, or body.

7. *Drive Shaft.*

Torque capacity of the drive shaft assembly shall at least equal maximum engine torque as developed through lowest transmission gear reduction. Each drive shaft shall be equipped with a protective metal guard or guards located immediately to the rear of each forward universal joint on each propeller shaft to prevent whipping through the floor or dropping to the ground when broken.

8. *Exhaust System.* (Section 321.436, Code of Iowa)

b. Tail pipe shall be constructed of seamless or electrically welded tubing of 16-gauge steel or equivalent. (Flexible tubing not accepted.)

c. Exhaust pipe shall be properly insulated from gasoline tank and connections thereof by a metal shield at any point where it is 12 inches or less from tank or connections.

d. Tail pipe shall extend at least three inches beyond chassis frame, but not beyond rear bumper. The rear end of pipe must be located at a point to the right or left of emergency door.

e. Size of tail pipe shall not be reduced after it leaves muffler.

9. *Fenders, Front.*

a. Total spread of outer edges of front fenders, measured at fender line, shall exceed total spread of front tires when front wheels are in straight-ahead position.

b. Front fenders shall be properly braced and free from any body attachment.

c. Chassis sheet metal shall not extend beyond rear face of cowl.

d. EXCEPTION. Transit and metropolitan vehicles. Standard does not apply.

11. *Fuel Tank.* (Section 321.373(11), Code of Iowa)

h. Fill-pipe cap shall be of such design as to minimize spillage of fuel when bus turns corners in either direction. If venting of fuel tank is done other than through fill-pipe cap, cap shall be of nonvented type.

i. EXCEPTION—Transit and metropolitan vehicles.

(1) Fuel tank shall have minimum capacity of 30 gallons, be made of 16-gauge terne-plate or equivalent, and be mounted away from left side of bus entirely outside passenger compartment.

(2) Bottom of tank shall not be exposed below skirt of body side paneling.

(3) Engine supply line shall be taken from upper portion of tank and shall be adequately protected.

(4) Drain plug at least 1/4 inch pipe size shall be located in bottom of tank.

(5) Fill-pipe cap shall be entirely outside passenger compartment.

12. *Generator or Alternator.*

Generator or alternator with rectifier shall be a minimum of 50 amperes, low cut-in or charge-at-idle, and shall be ventilated, voltage-controlled, and current-controlled. Alternator, if specified, shall have matching regulator.

Alternators are recommended for increased electrical loads.

14. *Horn.* a. Bus shall be equipped with horn or horns of standard make, each horn capable of producing complex sound in band of audiofrequencies between approximately 250 and 2,000 cycles per second and having total sound level of 110 decibels within these frequency limits when measured at point on axis of horn 3 feet from exit of horn.

b. Sound-level measurements shall be made with meter that complies with American Standard Z24.3-1944, or current revision thereof, as promulgated by American Standards Association, Inc.\* Measurement shall be made with meter set to flat response (C weighting network). (Current standard is S1.4 dated January 9, 1961.)

c. Sound-level measurements shall be made with horn or horns installed on bus. There shall be no reflecting walls or obstacles other than ground and vehicle closer than 100 feet from horn during sound-level measurements.

d. If louder horn is desired it shall be capable of producing sound level of 120 decibels under conditions specified above.

15. *Instruments and Instrument Panel.*

a. Bus shall be equipped with following instruments:

- (1) speedometer which will show speed
- (2) odometer giving accrued mileage (or hubodometer may be used instead)
- (3) ammeter (or suitable charge indicator on vehicles having engine remotely located from driver)
- (4) oil pressure gauge
- (5) water temperature indicator
- (6) fuel gauge
- (7) upper beam headlamp indicator
- (8) audible signal actuated by emergency door
- (9) air pressure or vacuum gauge, where air or vacuum brakes are used.

c. Above instruments and gauges shall be mounted on instrument panel in such manner that each is clearly visible to driver in normal

\*10 East 40th Street, New York 16, New York  
*Pupil Capacity Gross Vehicle Weight (G.V.W.)*

36	Chassis (wet) plus 7,500 lbs.
42	Chassis (wet) plus 8,600 lbs.
48	Chassis (wet) plus 9,800 lbs.
54	Chassis (wet) plus 10,800 lbs.
60	Chassis (wet) plus 11,900 lbs.
66	Chassis (wet) plus 13,200 lbs.

seated position. Audible signal actuated by emergency door may be mounted anywhere within immediate proximity of driver. Lights in lieu of gauges are not acceptable.

16. *Oil Filters.* Oil filter of replaceable element or cartridge type shall be provided, and shall be connected by flexible oil lines if it is not of built-in or engine-mounted design. Oil filter shall have oil capacity of at least 1 quart.

18. *Power or Grade Ability.* (Section 321.382, Code of Iowa)

b. Grade ability is to be calculated using the following formula and table:

$$G = \frac{33750 \times \text{H.P.}}{\text{G.V.W.} \times \text{M.P.H.}} - 1.5 \quad \begin{array}{l} \text{(for buses having} \\ \text{seating capacity} \\ \text{up to and includ-} \\ \text{ing 67 pupils)} \\ \text{or} \\ \text{— 1.2 (for buses having} \\ \text{seating capacity of} \\ \text{68 or more pupils)} \end{array}$$

Where G = Grade in percent

H.P. = Certified net horsepower delivered at road speed (M.P.H.)

G.V.W. = Gross vehicle weight (see table below)

M.P.H. = Miles per hour vehicle is driven

Rolling Resistance = 1.5 or 1.2 (depending on seating capacity of bus)

#### 20. *Springs.*

a. Springs or suspension assemblies shall be of ample resiliency under all load conditions and of adequate strength to sustain loaded bus without evidence of overload.

b. Springs or suspension assemblies shall be designed to carry their proportional share of gross vehicle weight in accordance with requirement for weight distribution as shown under section on Weight Distribution.

c. Rear springs shall be of progressive type.

d. If leaf-type front springs are used, stationary eyes shall be protected by full wrapper leaf in addition to main leaf.

e. Chassis design shall be such that dual chains may be used on rear dual wheels where chains are required.

#### 21. *Steering Gear.*

a. Steering gear shall be approved by chassis manufacturer and designed to assure safe and accurate performance when vehicle is operated with maximum load and at maximum speed.

b. Steering mechanism shall provide for easy adjustment for lost motion.

c. No changes shall be made in steering apparatus which are not approved by chassis manufacturer.

d. There shall be clearance of at least 2 inches between steering wheel and cowl instrument panel, windshield, or any other surface.

e. Power steering is permissible if approved by chassis manufacturer.

#### 22. *Tires and Rims.*

b. In order to allow for reasonable tolerance, total weight imposed on any tire shall not be greater than 5 percent more than current standards of Tire and Rim Association.

c. Dual rear tires shall be provided on all vehicles of 24 or more pupil capacity.

d. All tires on given vehicles shall be of same size and ply rating.

e. Spare tire, if required, shall be suitably mounted in accessible location outside passenger compartment.

f. Tubeless tires are permissible and acceptable. Size of tubeless tires when used in place of tires and tubes must conform to sizes recommended by the Tire and Rim Association. For example:

10x22.5 Tubeless equal 9.00x20 Tube tires

9x22.5 Tubeless equal 8.25x20 Tube tires

8x22.5 Tubeless equal 7.50x20 Tube tires

g. Recapped tires are permissible as replacements on equipment now in operation for use on rear wheels only providing tires are guaranteed by the seller.

#### 23. *Tow Hooks.*

a. Bus shall be equipped with two tow hooks fastened securely to front end of frame.

b. Tow hooks on rear are optional. If provided, however, they shall not protrude beyond outer edge of rear bumper.

#### 24. *Weight Distribution.*

Weight distribution shall be such that not more than 75% of gross vehicle weight shall be on rear tires when bus is on level surface.

EXCEPTION. Transit and metropolitan vehicles.

With engine inside front of body: If entrance door is ahead of front wheels, not more than 75 percent of gross vehicle weight shall be on rear tires nor more than 50 percent on front tires. If entrance door is behind front wheels, not more than 75 percent of gross vehicle weight shall be on rear tires nor more than 40 percent on front tires. With engine in rear: Not more than 75 percent of gross vehicle weight shall be on rear tires nor more than 40 percent on front tires.

#### 26. *Clutch.*

Clutch torque capacity shall be not less than 10 percent in excess of maximum net torque output of engine. Minimum diameter of clutch shall be 11 inches. It is recommended that chassis of 60 and greater pupil capacity buses be equipped with clutch of 12-inch minimum diameter or clutch of equivalent performance.

#### 27. *Transmission.*

a. Transmission shall be synchromesh or constant-mesh type. It shall be of sturdy construction, and input torque capacity shall be at least 10 percent above maximum net torque developed by engine. Its design shall provide not less than four forward and one reverse speeds.

b. Automatic transmissions are permissible.

c. It is recommended that 54 or larger capacity buses be equipped with 5 speed transmission where two speed rear axles are not installed.

EXCEPTION. Small vehicles.

Three-speed transmissions are acceptable.

C. The School Bus Body

5. *Bumper. Rear.* (Section 321.373(12), Code of Iowa)

a. Rear bumper shall be of pressed steel channel at least 3/16 inch by 7 inches.

c. It shall be attached to chassis frame, and braced with material of impact ratio comparable to that of bumper material.

7. *Color.* (Section 321.373(2), Code of Iowa)

a. School bus body including hood, cowl, and roof shall be painted uniform color, National School Bus Chrome, according to specifications available from General Services Administration.<sup>1</sup>

<sup>1</sup>Federal Standard No. 595, chrome yellow enamel #13432  
Federal Standard No. 595, black enamel #17038  
General Services Administration, Business Center,  
Region 3, 7th and D Streets, S.W., Washington 25, D.C.

8. *Construction.* (Section 321.373, Code of Iowa)

c. Bus body (including roof bows, body posts, and floor) shall be of sufficient strength to support entire weight of fully loaded vehicle on its top or side if overturned. It shall have sufficient frame members (strainers, stringers, etc.) in roof structure and corners to provide adequate safety and to resist damage on impact. As evidence that bus body meets this standard, manufacturer shall furnish, for each current body model, certification in duplicate that bus body meets School Bus Body Manufacturers' Association STATIC LOAD TEST CODE FOR SCHOOL BUS BODY STRUCTURE.<sup>2</sup> Consideration of impact resistance shall be a prime factor in body design in compliance with Code requirements. Copies of Code shall be furnished in duplicate by School Bus Body Manufacturers' Association to State Department of Public Instruction, Des Moines, Iowa.

<sup>2</sup>401-402 Washington Board of Trade Building  
1616 K St., N.W., Washington 6, D.C.

9. *Defrosters.*

a. A windshield defroster duct unit shall be installed along the windshield sill with sufficient louvers to direct a strong flow of air over the entire windshield glass surface. Defroster unit shall operate from a master heater and be controlled by a separate switch. A defrosting unit of a similar type is recommended for the window at the left of the driver.

b. In addition, two adjustable 6 inch all-metal defroster fans shall be installed. These fans shall be on a separate circuit with one switch and rheostat to control the two fans. Fans shall be equipped with adequate guards. Switches controlling fans shall be easily accessible to the driver.

10. *Doors.*

a. *Service Door.* (Section 321.373 (4) (5), Code of Iowa)

(1) Service door shall be power or manually operated and of hand lever type, under control of driver and so designed as to prevent accidental opening. No parts of control shall come together so as to shear or crush fingers.

(8) A power operated door must have manual over-ride in case power fails.

b. *Emergency Door.* (Section 321.373 (6), Code of Iowa)

(7) When either open or not fully latched, emergency door shall actuate signal audible to driver by means of mechanism actuated by latch. (See item (a) 8 under Instruments and instrument panel)

(10) Emergency window shall bear words "EMERGENCY EXIT" both inside and out-

PUBLIC INSTRUCTION DEPARTMENT

side in letters at least 2 inches high. Words shall be placed directly above emergency window on inside, and below on outside. Paneling is required to cover space between top of rear divan seat and inside surface of emergency window at rear.

c. EXCEPTION. small vehicles.

Substitute following standards for those above:

1. Service door shall be located to right of driver and shall be manually controlled from driver's seat by over-center control for bus-type conveyance.

2. *Emergency door:*

a. Emergency door shall be located in center of rear end of bus and shall be equipped with fastening device for opening from inside and outside body, which may be quickly released but is designed to offer protection against accidental release. Metal guard shall be placed over door control on inside. Control from driver's seat shall not be permitted. Provision for opening from outside shall consist of device designed to prevent hitching-to, but to permit opening when necessary.

b. Door shall open either vertically or horizontally. When vertical-type door is used, there shall be unobstructed aisle at least 12 inches wide.

c. Emergency door shall be marked "EMERGENCY DOOR" on inside.

d. There shall be no steps leading to emergency door.

e. No seat or other object shall be placed in bus which restricts passageway to emergency door to less than 12 inches.

11. *Fire Extinguisher.*

a. Bus shall be equipped with at least one dry-chemical type fire extinguisher of at least 2½ pound capacity, mounted in extinguisher manufacturer's bracket of automotive type, and located in driver's compartment in full view of and readily accessible to driver.

b. The extinguisher shall have a minimum rating of 4-B:C and shall meet the applicable standards prescribed by a testing organization of national reputation, such as Underwriters' Laboratories, Inc., or Factory Mutual Laboratories, which undertakes to test and provide standards for extinguishing equipment.

c. If extinguisher is of stored pressure type, it shall be equipped with a gauge.

12. *First Aid Kit.*

a. Bus shall carry Grade A metal first-aid kit and Type II contents conforming to specifications as set forth in current Federal Specification GG-K-391a,\* mounted in full view and in accessible place in driver's compartment.

b. First aid kits must be approved by State Department of Public Instruction.

c. *Sizes required for buses:*

16 unit kit required in all buses carrying up to 30 passengers.

24 unit kit required in all buses carrying

\*Obtainable from General Services Administration,  
Business Service Center, Region 3,  
7th and D Streets, S.W., Washington 25, D. C.

31 to 48 passengers.  
36 unit kit in all buses carrying 49 and up.

ITEM	16- unit	24- unit	36- unit
Bandage compress, (sterile gauze pads) 4-inch	4	4	6
Bandage compress, (sterile gauze pads) 2-inch	-	1	3
Adhesive absorbent bandage (adhesive tape) 1-inch	-	1	2
Triangular bandage, 40-inch	4	5	6
Gauze bandage, 4-inch	1	3	4
Absorbent-gauze compress	1	2	4
Burn compound, 1/2 ounce	2	2	1
Burn compound, 3/8 ounce	-	-	2
Eye-dressing unit	-	1	1
Antiseptic applicators (swab type) nitro- mersol tincture N.F. or thimersol N.F.)	1	2	4
Tourniquet—forceps—scissors	3	3	3

13. *Flags—Flares—Fusees.*

a. Bus shall be equipped with:  
Three flags (minimum 16" square)  
Three fusees (minimum—20 min.)  
Three flares—flares may be of oil or reflector type. If oil flares are used they must be housed in leak-proof case.

b. Flags, flares, and fusees shall be mounted in an accessible place near driver.

15. *Floor Covering.*

a. Floor in underseat area shall be covered with fire-resistant floor covering material of type commonly used in passenger transportation equipment. Floor covering shall be of rubber or linoleum and shall have minimum over-all thickness of 0.125 inch. (Linoleum floor covering shall be made with oxidized linseed-oil binder having cork filler and placed on burlap or felt backing.)

b. Floor covering in aisle shall be of aisle type rubber, non-skid, and wear-resistant. Rubber without ribs shall have minimum over-all thickness of 0.125 inch. If of ribbed material, minimum over-all thickness shall be 0.140 inch measured from tops of ribs.

c. Floor covering must be permanently bonded to floor, and must not crack when subjected to sudden changes in temperature. Bonding or adhesive material shall be waterproof and shall be of type recommended by manufacturer of floor-covering material. All seams must be sealed with waterproof sealer.

17. *Identification.* (Section 321.373(13), Code of Iowa)

e. Number of bus shall be printed in not less than two inch nor more than five inch characters. Location of number is at discretion of local district except that number of bus shall not be on the same line as the name of the school district.

18. *Inside Height.*

Minimum inside body height shall be 70 inches measured at any point on longitudinal center line from front vertical bow to rear vertical bow.

19. *Insulation.* (Section 321.373(1), Code of Iowa)

a. Body shall be lined and ceiling and walls insulated with proper fire-resistant materials to deaden sounds and vibrations and to reduce heat transfer.

21. *Lamps and Signals.* (Section 321.428, Code of Iowa)

a. All lamps and their installation shall conform to current standards and recommenda-

tions of Society of Automotive Engineers.\* (SAE Handbook Supplement TR-34)—Advance Issue for 1962.

\*485 Lexington Avenue, New York 17, New York.

b. Headlamps: Bus shall be equipped with head lamps and fuses or circuit breakers.

c. Clearance Lights: Body shall be equipped with two red clearance lamps at rear and two amber clearance lights at front mounted at highest and widest portion of body.

d. Tail-stop lights.

(1) Bus shall be equipped with two tail lamps and two stop (brake) lamps not in combination, emitting red light plainly visible for distance of 500 feet to rear. Signal area of stop (brake) lamps shall be at least six inches in diameter and shall have light intensity at least equal to Class A, Type I turn-signal units as established by Society of Automotive Engineers.

(2) Tail lamps shall be mounted not less than 40 inches from surface on which vehicle stands. Stop (brake lamps) shall be as high as practicable but below window line, and spaced as far apart laterally as practicable but not less than 3 feet. Measurements shall be taken from lamp centers.

f. Warning Signal Lights. (Section 321.373 (15), Code of Iowa)

(1) Bus shall be equipped with two alternately flashing red lights at rear of vehicle and two alternately flashing amber lights at front of vehicle. These shall be seal-beam units.

(7) Installation.

f. Area around lens of each alternately flashing signal lamp (both front and rear) and extending outward approximately 3 inches shall be painted black. In installations where there is no flat vertical portion of body immediately surrounding entire lens of lamp, circular or square band of black approximately 3 inches wide, immediately below and to both sides of lens, shall be painted on body or roof area against which signal lamp is seen (from distance of 500 feet along axis of vehicle).

j. License-plate lamp: Bus shall be equipped with rear license-plate illuminator. This lamp may be combined with one of tail lamps.

26. *Rear Vision.*

a. Interior rear-view mirror designed to minimize glare, and large enough (at least 6 by 30 inches) to afford good view of pupils and roadway to rear shall be installed. If not metal-backed, such mirror shall be of laminated plate safety glass. It shall have rounded corners and protected edges.

b. Two exterior rear-view mirrors designed to minimize glare shall be provided, one to left and one to right of driver. Area of each mirror shall be not less than 50 square inches. Mirrors shall be adjustable so as to give driver clear views past left rear and right rear of bus. If total width of bus including mirrors exceeds 96 inches, mirror bracket shall be of a type that will collapse on slight impact.

c. Cross-view mirrors are permissible.

29. *Seats.* (Section 321.373 (3) (10), Code of Iowa)

a. All seats shall be forward facing and provide a minimum width of 13 inches per pupil.

b. Seat frames shall be constructed of welded steel tubing of a minimum  $\frac{7}{8}$ " outside diameter, 16 gauge wall or its equal, and must be amply reinforced. Cushion springs shall be of high quality spring steel. Cushion padding shall be not less than two inches thick, shall be backed with sisal or burlap or equal. Covering shall be of genuine leather or imitation leather which will withstand extreme changes of temperatures.

f. Minimum center-to-center seat spacing shall be 26 inches. Distance between driver's seat when adjusted to its rear-most position and front face of seat-back of forward-most pupil seat on left side of bus shall not be less than 24 inches measured at cushion height.

g. Minimum distance between steering wheel and back rest of driver's seat shall be 12 inches. Driver's seat shall have fore-and-aft adjustment of not less than 3 inches and shall be strongly attached.

k. Minimum of 36-inch headroom for sitting position above top of undepressed cushion line of all seats shall be provided. Measurement shall be made vertically not more than 7 inches from side wall at cushion height and at fore-and-aft center of cushion.

l. Backs of all seats of similar size shall be of same width at top and of same height from floor and shall slant at same angle with floor.

m. Where grab handles on seats are used, they shall be enclosed.

n. All seats shall have minimum depth of 14 inches with fronts approximately 17 inches above floor, and the back of seat, 1 to  $1\frac{1}{2}$  inches lower.

#### 30. Stanchion and Guard Rails.

c. Guard rail and step-well guard panel shall be installed from step-well stanchion to right-hand wall to prevent children in front seat from being thrown into step-well in case of sudden stop. Guard rail shall be approximately 30 inches above floor, and its guard panel shall not restrict entrance passageway to less than 24 inches at any level. Panel shall extend from guard rail to within 2 inches of floor. If panel extends over or into step-well opening, it must be flanged at floor line so as to close any opening between panel and floor.

d. Clearance between step-well guard panel and first pupil seat shall be at least 24 inches measured from panel to front face of seat back at cushion height.

#### 32. Steps.

a. First step at service door shall be not less than 12 inches and not more than 16 inches from ground based on standard chassis specifications.

b. Riser of upper step at service door shall be not more than 15 inches. When more than two steps are used, risers must be within  $\frac{1}{2}$  inch of equal height except that, where plywood floor is used on steel, differential may be increased by thickness of plywood used.

#### 36. Storage Compartment.

Metal container of adequate strength and capacity for storage of tire chains and/or tow chains and such tools as may be necessary for minor emergency repairs while bus is enroute shall be provided. Such storage container may be located either inside or outside passenger compartment but, if inside, it shall have cover (seat cushion may serve this purpose) and be fastened to floor in right rear portion of bus.

#### 42. Windshield Wipers.

a. Bus shall be equipped with two separate positive action windshield wipers of vacuum, air, or electric type with a minimum of 14 inch length blades.

b. When vacuum type wipers are used, a positive type electric booster vacuum pump shall be installed which will guarantee continual action. All vacuum installations must have approval before installing.

c. Wiper switches are to be placed in a position easily accessible from the driver's seat.

#### 43. Wiring.

b. Wiring shall be arranged in at least nine regular circuits, as follows:

- (1) head, tail, stop (brake), and instrument panel lamps
- (2) clearance lamps and identification lamps
- (3) dome and step-well lamps
- (4) starter motor
- (5) ignition and emergency door signal
- (6) turn-signal units
- (7) alternately flashing warning signal lamps
- (8) horn
- (9) heaters, defrosters

Any of the above combination circuits may be subdivided into additional independent circuits.

#### 44. Windshield Washers.

Windshield washers shall be optional but, where required, they shall conform to body manufacturer's recommendations as to type and size for bus on which they are to be used.

#### 45. Sanders.

Where required or used, sanders shall:

- a. Be of hopper cartridge-valve type.
- b. Have metal hopper with all interior surfaces treated to prevent condensation of moisture.
- c. Be of at least 100 pounds (grit) capacity.
- d. Have cover, on filler opening of hopper, which screws into place sealing unit airtight.
- e. Have discharge tubes extending to front of each rear wheel under fender.
- f. Have no-clogging discharge tubes with slush-proof, nonfreezing rubber nozzles.
- g. Be operated by electric switch with tell-tale light mounted on instrument panel.
- h. Be exclusively driver-controlled.
- i. Have gauge to indicate hoppers need refilling when they are down to one-quarter full.

## PUBLIC INSTRUCTION DEPARTMENT

16

[Filed June 20, 1961]

BE IT RESOLVED BY THE STATE BOARD OF PUBLIC INSTRUCTION:

That pursuant to authority conferred upon said board by provision of Section 257.10(12), Code 1958, the amendments to rules and regulations governing the approval of school districts be and are hereby adopted.

Amend July 1958 Supplement I.D.R., pages 6 through 10, standards 1 through 82 (filed April 23, 1958), July 1959 Supplement I.D.R., pages 15 and 17 (filed June 2, 1959) and further amendments filed with the Secretary of State on October 6, 1960, but not yet printed in a Supplement I.D.R. by striking standard 40 and substituting in lieu thereof the following new standard 40:

**STANDARD 40. Requirement that Elementary- and Secondary-School Educational Programs Officially Adopted by Board Be Described.** The school board shall require its superintendent and professional staff to describe the total elementary- and secondary-school educational program which has been officially adopted by the board. This description of the educational program and all subsequent revisions thereof shall be filed with the Department of Public Instruction and with the local county superintendent of schools.

For the elementary-school program, this description shall include in sequential outline the manner in which pupils are served in each of the areas of instruction specified in Chapter 280, Code of Iowa 1958.

Each school district maintaining an elementary school as defined by the standards shall be regarded as having an elementary-school educational program or course of study which the State Board of Public Instruction will approve in accordance with the provisions of Section 280.17, Code of Iowa 1958, if the program includes the following subjects and conditions: (1) language arts, including reading, writing, spelling, oral and written English, and literature; (2) social studies, including geography, history of the United States and Iowa, and national, state, and local government in the United States; (3) mathematics; (4) science, including conservation of natural resources; (5) health and physical education, including the harmful effects of narcotics and their illegal use and including the effects of the use of alcoholic beverages; (6) the fine arts; (7) safety, fire prevention, and first aid.

For the secondary-school program, it shall indicate the subjects, courses or areas of instruction offered and required of all pupils; the subjects, courses or areas of instruction offered but elective on the part of the pupils.

Each school district maintaining a secondary school, whether it be organized as a junior high school comprising grades seven, eight, and nine, and a senior high school comprising grades ten, eleven, and twelve; a single junior-senior or six-year high school comprising grades seven through twelve; a junior high school comprising grades seven and eight, and a four-year high school comprising grades nine through twelve; or a four-year high school comprising only grades nine through twelve shall be regarded as having a secondary-school educational program or course of study which the State Board of Public Instruction will approve in accordance with the provisions of Section 280.17, Code of Iowa 1958, if it offers and teaches annually in grades nine through twelve the following minimum number of courses: two (2) units of business education, including typewriting; four (4) units of English; two (2) units of one modern foreign language; one (1) unit of homemaking; two (2) units of industrial arts; four (4) units of mathematics; one (1) unit of music; one (1) unit of physical education, one-eighth ( $\frac{1}{8}$ ) unit each semester required of each pupil; four (4) units of science, including physics and chemistry; four (4) units of social studies, including American history and American government and either American problems or economics and sociology; two (2) units of vocational education which may be met by offering and teaching each year at least two (2) units in agriculture, or distributive education, or trade and industrial training, approved by the Division of Vocational Education, or in lieu thereof, the following: three (3) units in industrial arts, three (3) units in homemaking, and four (4) units in business education.

In reaching its decision regarding the approval of the elementary- or secondary-school educational program or course of study offered by each school district, the State Board will base its judgment on the degree to which progress is being made toward implementing the courses of study which are set out in this standard provided that, when parts of this standard which are not being completely met are waived, the deficiencies shall be set forth and such waiver shall be in effect for a stated period.

## PUBLIC SAFETY DEPARTMENT

[Filed June 6, 1961]

### POINT SYSTEM RULES AND REGULATIONS

By virtue of the authority vested in the Commissioner of Public Safety of the State of Iowa by Senate File 463 (Chapter 222), Acts of the 58th General Assembly, approved May 15, 1959, and effective July 4, 1959, (Section 321.210 of the Code) Point System Rules and Regulations appearing in July 1959 Supplement I.D.R., pages seventeen (17) through eighteen (18) (filed July 7, 1959) are hereby rescinded in their entirety and the following adopted in lieu thereof:

### POINT SYSTEM

#### (Operator's and Chauffeur's Licenses)

The point system, hereinafter set forth, shall be used by the Department of Public Safety of the State of Iowa for the purpose of aiding said department in determining when an operator or chauffeur is an habitual violator of the traffic laws pursuant to and in accordance with authority vested in the Department of Public Safety of the State of Iowa by Section 321.210; subsection (3), Code of Iowa, 1958.

**ARTICLE I****POINT ADDITION**

**Section 1.** Upon receipt by this department of a record of an operator's or chauffeur's conviction resulting from violation of a traffic law of the State of Iowa one (1) point will be added to said operator's or chauffeur's driving record.

**Section 2.** Upon receipt by this department of a record of an operator's or chauffeur's conviction resulting from violation of any ordinance of a city, town, or municipality adopting the provisions of a traffic law of the State of Iowa one (1) point will be added to said operator's or chauffeur's driving record.

**Section 3.** An operator's or chauffeur's conviction resulting from violation of any ordinance, rule, or regulation adopted by local authorities pursuant to and in accordance with enumerated powers set forth in subsection one (1) through and including eleven (11) of Section 321.236; and Section 321.248, Code of Iowa, 1958, shall not result in a point addition to said operator's or chauffeur's driving record.

**ARTICLE II****ACTION LEVEL**

**Section 1.** Upon the accumulation of three (3) points within one (1) year, said year to commence when a point is added to a driving record, the operator or chauffeur to whose driving record said points have been added will be summoned for an examination hearing which may result in suspension of said operator's or chauffeur's license as an habitual violator of the traffic laws.

**Section 2.** Suspension shall not depend solely on the number of points accumulated but each case shall be decided on its own merits after the operator or chauffeur has had an opportunity to be heard and his entire driving record reviewed by the Commissioner of Public Safety of the State of Iowa or his duly authorized agent who shall have authority to not suspend in meritorious cases.

**Section 3.** The period of suspension shall be in all cases and under all circumstances thirty (30) days in duration.

**Section 4.** Prior to a suspension taking place the operator or chauffeur shall receive twenty (20) days advance notice of the effective date of the suspension.

**ARTICLE III****CREDIT POINTS**

**Section 1.** From and after June 15, 1961, an operator or chauffeur who has had points added to his driving record pursuant to and in accordance with the Point System set forth herein and to be effective in its entirety on June 15, 1961 will receive a credit of one (1) point per year, said year to commence after a point is added to said operator's or chauffeur's driving record, and all as provided in lines eighteen (18) to twenty-eight (28) inclusive of Chapter 222, (Sec. 321.210 of the Code)

**PUBLIC SAFETY DEPARTMENT**

Acts of the 58th General Assembly, but only upon the following conditions:

- a. during said year upon which the credit point is based the operator or chauffeur must have had in continuous effect a valid operator's or chauffeur's license, and,
- b. no points were added during said year to the operator's or chauffeur's driving record.

**Section 2.** Credit points shall not exceed at any one time 5 in number.

**Section 3.** Credit points shall be subtracted from the points that have been added to the driving record of an operator or chauffeur in determining when such operator or chauffeur is an habitual violator of the traffic laws.

**ARTICLE IV****NOTICE OF POINT ADDITION**

**Section 1.** When a point is added to the driving record of an operator or chauffeur the Department of Public Safety of the State of Iowa will notify said operator or chauffeur by ordinary mail addressed to said operator's or chauffeur's last known address of such addition and the reason therefor.

**ARTICLE V****EQUIPMENT VIOLATIONS**

**Section 1.** Upon receipt by the Department of Public Safety of the State of Iowa of a warning memorandum, summons, record of conviction or forfeiture of bail not vacated for a violation of a section of the Code of Iowa pertaining to the standards to be maintained for motor vehicle equipment, no point or points will be added to the driving record of an operator or chauffeur for said violation provided that the equipment in violation of said Code has been repaired within seventy-two (72) hours of such warning memorandum, summons, conviction, or forfeiture of bail not vacated, and evidence of such repair has immediately been sent to the Department of Public Safety of the State of Iowa.

**ARTICLE VI****POINT DEDUCTION**

**Section 1.** If an operator's or chauffeur's license is suspended such operator or chauffeur will begin with no points against his driving record after the period of suspension has terminated.

These Point System Rules and Regulations are effective in their entirety on June 15, 1961, and are prospective in effect only from said date.

On June 15, 1961, each operator's and chauffeur's driving record will be purged of all points added under and pursuant to any and all prior Point System Rules and Regulations and Administrative Point Systems. However, if an operator's or chauffeur's license is suspended, to be effective subsequent to June 15, 1961, pursuant to and in accordance with any Prior Point System Rules and Regulations and Administrative Point Systems, said suspensions will not be voided by said purging.

[Filed June 14, 1961]

Pursuant to authority vested in this department by Section 321.4, Code of Iowa, rules and regulations appearing at 1958 I.D.R. 294-295, pertaining to procedures and regulations for motor vehicle equipment approvals, are hereby rescinded.

[Filed June 30, 1961]

Pursuant to authority vested in this department by Section 321.4, Code of Iowa, the following rules and regulations pertaining to motor vehicle equipment approvals are hereby adopted:

**RULES, REGULATIONS, AND SPECIFICATIONS CONCERNING APPROVALS OF MOTOR VEHICLE LIGHTING DEVICES AND OTHER SAFETY EQUIPMENT**

**Submittal Procedure and Requirements**

The following procedures shall be followed when any equipment or device is submitted for approval:

**I. Original Equipment**

A. The vehicle manufacturer, or his supplier, shall submit to the Commissioner of Public Safety a written request for approval of the lamp or device.

B. With the request the following shall be supplied:

1. Identification of the make and model, or models, of vehicle for which the lamp or device is designed.

2. A test report, from a recognized testing laboratory approved by the Commissioner, showing compliance with the appropriate specifications and regulations as specified herein.

In cases where there may be delays in obtaining completed test reports from approved laboratories, the manufacturer may submit with his request for approval a test report from his own laboratory indicating compliance with appropriate specifications. In such cases, a temporary certificate of conditional approval will be issued subject to cancellation without further hearing if the applicant fails to supply the required test report from an approved laboratory within 90 days after issuance of the certificate.

**II. "After-Market" Equipment**

A. The manufacturer or his representative shall submit to the Commissioner of Public Safety a written request for approval of the lamp or device.

B. The following items shall be supplied with the request for approval:

1. A test report, from a recognized testing laboratory approved by the Commissioner, showing compliance with the appropriate specifications and regulations specified herein.

2. A set of installation or mounting instructions when applicable.

3. A set of aiming instructions when applicable.

**III. Safety Glass**

A. Requests for approval of safety glass shall be submitted in accordance with the requirements set forth above for original equipment items, except that it will not be necessary to supply information as to make and model of vehicle on which the glass is to be installed.

**IV. Listing of Approved Motor Vehicle Equipment**

Items of equipment will be dropped from the "List of Approved Motor Vehicle Equipment" five (5) years from January 1 following the date of approval, unless the manufacturer requests further listing, in which case he shall submit a test report or other proof that the item as then being manufactured meets the then current specifications.

**V. Specifications for Lamps and Devices**

**A. General**

1. All lamps and lighting devices, and parts thereof, shall comply with the "SAE Standards" and "SAE Recommended Practices" appearing in the then current edition of the "SAE Handbook", published by the Society of Automotive Engineers, Inc., 29 West 39th Street, New York 18, New York, which are applicable to the lamp or device being submitted for approval, provided such standards are consistent with Iowa statutory requirements.

2. The Interstate Commerce Commission standards for reflector flares, towing devices, and saddle mounts.

3. The current American Standards Association specifications for safety glass.

4. Additional specifications may be adopted by the department whenever the before mentioned specifications are deemed inadequate or inapplicable to a particular device.

**B. Model Designation**

Each individual device or equipment shall have a model designation. Devices or equipment which are substantially different in optical or mechanical construction, even though such devices or equipment may serve the same functions, shall bear distinctive model designations.

**C. Identification**

The device or equipment shall be marked with the trademark or name and the model designation in letters and numerals at least one-eighth ( $\frac{1}{8}$ ) inch in height. The manufacturer's initials will be acceptable as the name. The approval markings shall be readily visible and legible from the outside of the device or equipment when it is properly mounted on the vehicle; except that required markings on built-in headlamp and auxiliary lamp sub-bodies using sealed beam units, and on built-in turn signal operating units, may be on the inside. Markings other than those which are required may be of any size or in any location. The required markings shall be permanently die-stamped or molded in both the body and lens except that the body markings may be marked by a suitable decalcomania protected from abrasion and weathering if it is not feasible to die-stamp or mold them on the body. In such cases the lens markings shall still be molded in the lens and shall be visible from the outside. Safety glass shall be marked according to current specifications of the American Standards Association.

No raised or indented markings or identification shall be so placed as to interfere with the proper seating of surfaces where a tight seal is desirable.

VI. The Commissioner may require samples or further testing at the manufacturers expense of any device for which approval has been requested.

## SOCIAL WELFARE DEPARTMENT

[Filed January 18, 1961]

### A Rule Relating to a Minimum Grant in the Old-Age Assistance Program

Be It Resolved by the State Board of Social Welfare:

That the rule appearing in 1958, I.D.R., at Page 388 thereof is hereby amended under 249.7(c) Amount of Grant, by striking "\$5.00" from line one and inserting in lieu thereof "\$1.00"; by striking "\$5.00" from line two and inserting in lieu thereof "\$1.00" and by striking from line four "\$5.00" and inserting in lieu thereof "\$1.00".

[Filed June 8, 1961]

### A Rule Relating to Residents in Public Institutions Under Old-Age Assistance

Be It Resolved by the State Board of Social Welfare:

That the rules appearing in 1958, I.D.R., at Page 388 are hereby amended by striking therefrom under 249.6(5), subsections (a) and (b) and inserting in lieu thereof:

(a) A public institution, for the purpose of administration of public assistance, is defined as a place which provides shelter or care to persons and is managed or controlled, in whole or part, by or through any public instrumentality, official or employee acting in an official capacity.

(b) When a recipient is temporarily hospitalized in a convalescent ward or a unit of

a county home during which time he maintains his previous living quarters, assistance shall not be canceled but should be suspended. If he is released within 90 days, the welfare worker shall determine the number of assistance warrants which should be released to meet any fixed living expenses which accumulate during his hospitalization, and recommend that the rest of the warrants be canceled.

(c) A medical institution is a public hospital, licensed by the State Department of Health for treatment for other than for tuberculosis or mental disease.

(d) A patient is one who is in a medical institution and is receiving planned medical care. A patient must have freedom of choice to enter and leave the medical institution, except that his choice of leaving may be limited by a requirement that medical care be completed before release.

[Filed June 8, 1961]

### A Rule Relating to Residents in Public Institutions Under Aid to the Disabled

Be It Resolved by the State Board of Social Welfare:

That the Rule appearing in the January 1960, Supplement, I.D.R., on Page 15, Column 1, 9.4(2), Public Institution, relating to Aid to the Disabled, filed August 12, 1959, is hereby amended by striking (a), (b), (c) and (d) and inserting in lieu thereof:

"(a) See 249.6(5) (old-age assistance)"

## TREASURER OF STATE

### MOTOR VEHICLE FUEL TAX DIVISION

[Filed January 18, 1961]

Pursuant to authority vested in this office by Section 324.58, Code of Iowa, the following rules and regulations pertaining to computing the tax due as required by the Interstate Motor Vehicle Fuel Tax Law, State of Iowa are hereby adopted.

The State recommends that the same motor vehicle fuel sales invoices as required by Section 324.17 of the Iowa Motor Vehicle Fuel Tax Law for sales invoices subject to tax refund be used for sales to truckers. The State however will accept sales to trucker invoices meeting simpler specifications as follows:

a. Name and address of the filling station must be printed and name and address of the purchaser must be written or stamped on each invoice.

b. It must be the original top invoice prepared by the seller with double faced carbon paper under the original. Carbon copies are not acceptable.

c. Invoices must bear serial numbers. General merchandise sales pads bearing numbers 1 to 50 only, are not acceptable.

d. Credit card invoices are acceptable if issued as credit sales. Credit card invoices issued covering cash sales are not acceptable.

e. Date, type of fuel, and gallons must be shown on the invoice.

[Filed February 8, 1961]

Pursuant to authority vested in the Treasur-

er by Section 324.58, Code of Iowa, the following rule and regulation pertaining to the identification of all motor fuel highway transportation equipment as required by the Motor Vehicle Fuel Tax Law, Section 324.11, Code of Iowa is hereby adopted.

A vehicle as used in the statute shall mean the trailer tank unit, or other similar transport equipment used for transportation of motor fuel, the purpose of which is to contain and transport motor vehicle fuel in quantities of 4,000 gallons or more on the public highways of the State of Iowa. A motor vehicle fuel transport license plate is to be attached to the front and rear end of any such unit. The two plates on each vehicle must be identical and shall not be transferred from one vehicle to another.

[Filed May 19, 1961]

Pursuant to authority vested in this office by Section 324.58, Code of Iowa, the following rules and regulations pertaining to the refunding of tax paid on motor fuel used other than in motor vehicles are hereby adopted:

Any invoice in support of a claim for refund must be filed within three (3) calendar months from the date of purchase of the fuel. The filing date shall be the date the claim is received in the office of the Treasurer of State and not the date the claim is signed, or the envelope is postmarked. Any invoice not received within the time limitation will be disallowed and deducted from the claim.