

Title/Subject: Standard Application Procedure for Acceptance of Non-Asbestos Packing Material		
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Original Issue Date: 4/10/00	Follow-Up Review Date: 9/01/07	Revision Date: 8/31/04
Signature/Initial: Chief, Approval and Certification Center		

Standard Application Procedure for
Acceptance of Non-Asbestos Packing Material

1.0 Purpose:

This document establishes the Standard Application Procedure (SAP) to be followed by applicants when applying for acceptance of a non-asbestos packing material.

2.0 Scope:

This application procedure applies to all applications for the Mine Safety and Health Administration (MSHA) acceptance of non-asbestos packing material.

3.0 Reference:

This document may be used in conjunction with the following documents:

- a. Design and Performance Requirements for Non-Asbestos Packing Material" (ACRI5002).
- b. "Standard Test Procedure for Non-Asbestos Packing Material" (ASTP5006).
- c. "Standard Operating Procedure for Non-Asbestos Packing Material" (ASOP5027).
- d. "Approval and Certification Center Cancellation Policy" (APOL1009).

4.0 Application Procedure:

4.1 An application for acceptance of non-asbestos packing material shall be submitted to:

Chief, Approval and Certification Center
RR#1, Box 251,
Industrial Park Road
Triadelphia, WV 26059

4.2 The application form (see Appendix No.1) shall be used and may be reproduced. All entries on the form shall be completed by typing or

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printing.

4.2.1 The "Company Application Code Number" is a six (6) digit or less numeric character assigned by the applicant to identify the application.

4.2.2 Incomplete entries will be returned in accordance with APOL1009.

4.3 Thirty-five feet of each diameter packing material, for which acceptance is requested, shall be submitted.

4.4 A completed "TOXICITY AND QUALITY ASSURANCE STATEMENT" shall be submitted (see Appendix No. 2). The authorized representative's name must appear in type or printing as well as a written signature.

4.5 A specification sheet/drawing shall be submitted that lists the following characteristics:

- a. Operating Temperature Range
- b. Chemical Resistivity
- c. Dielectric Properties
- d. Moisture Absorbency

All specification sheets shall contain the company name and be titled, dated, numbered, and include the latest revision level.

5.0 Fees:

Applicants for testing, evaluation, and acceptance of non-asbestos packing material manufactured for use in underground mines may submit with their applications a preauthorization notice. The preauthorization notice is a statement by the applicant authorizing MSHA to expend a stated amount of money in evaluating/testing the applicant's material prior to the preparation and issuance of the MSHA fee estimate. This notice permits immediate evaluation work to begin.

In the interim, the A&CC will provide an estimate of the total anticipated charges and continue with processing or cancel the action depending upon the applicant's response to the estimate letter. If the applicant chooses to cancel, fees will be charged for work performed up to the cancellation. If total charges are less than the preauthorization amount, the lesser amount will be charged.

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6.0 Conditions of Acceptance:

- 6.1 Upon request by MSHA, but no more than once a year except for cause, the manufacturer shall supply to MSHA at no cost, up to thirty-five feet of each diameter of accepted non-asbestos packing material.
- 6.2 Non-asbestos packing material covered under this standard may be advertised as "Accepted by MSHA," but such terms as "recommended," "sanctioned," "approved," or "certified" by MSHA shall not be used.
- 6.3 All material formulations and test results or any other information that is designated as proprietary and/or confidential shall be regarded as such. The manufacturer's name, address, phone number, product name, and acceptance number is not considered proprietary and/or confidential.
- 6.4 An MSHA-accepted non-asbestos packing material shall be legibly and permanently marked with the assigned MSHA acceptance number on all shipping spools or containers.
- 6.5 An MSHA-accepted non-asbestos packing material shall be marketed only under the name and identification nomenclature that has been furnished to and accepted by MSHA.
- 6.6 MSHA reserves the right to rescind for cause, an acceptance, and require its removal from underground mines.

7.0 Discrepancies/Cancellation:

Discrepancies/cancellations will be conducted in accordance with the APOL1009.

8.0 Responsibility:

It is the applicant's responsibility to ensure all the requirements of this procedure are complied with. The applicant must use the proper form and provide complete and accurate information.

9.0 Notification:

The A&CC will notify the applicant of any additional information that is required

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and if the application is accepted or rejected and why.

10.0 Distribution:

This document will be distributed to all appropriate Quality Assurance and Materials Testing Division personnel and non-asbestos packing material applicants.

11.0 Result:

The result of this document is a standard procedure that an applicant can use to apply for acceptance of a non-asbestos packing material.

12.0 Review:

This document will be reviewed once every three years.

13.0 Authority:

Title 30 Code of Federal Regulations.

Appendix No.1

NON-ASBESTOS PACKING MATERIAL APPLICATION FORM

Chief, Approval and Certification Center
RR #1, Box 251
Industrial Park Road
Triadelphia, West Virginia 26059

Date: _____

APPLICANT NAME AND ADDRESS

COMPANY APPLICATION CODE NUMBER: _____

Subject: Test and evaluation of non-asbestos packing material

designated as _____, _____
(Trade Name) (Type/Style)

Manufactured by: _____

These diameters are being submitted (check block): 3/16 _____, 1/4 _____, 3/8 _____,
1/2 _____, Round _____, Square _____.

Enclosed is 35 feet of each size. Also, included are all applicable drawings and specifications that will identify the size, construction, and material of the subject packing.

You may contact _____ at _____

(Company Representative) (Telephone Number)

for further information.

Appendix No.2

**U.S. DEPARTMENT OF LABOR
Mine Safety and Health Administration
Approval and Certification Center
Quality Assurance and Materials Testing Division**

TOXICITY AND QUALITY ASSURANCE STATEMENT

I _____ certify, as a representative
(print or type name)

of _____, that the non-asbestos packing
(company name)

material identified as _____, in its final form
(Trade Name/Type)

presents no known toxic hazard under normal use conditions.

Furthermore, I certify that we will assure product compliance for this material, with respect to all specifications submitted to the Mine Safety and Health Administration, Approval and Certification Center.

Company Application Code Number _____
(same as on the application form)

Signed: _____ Date: _____
(Authorized Representative)

Document Information Form

CDS No. ASAP5010 _____ Enter (Original):
(IPSO Assigns) _____ Supersede CDS No.: ASAP4023 (Dated 3/17/00)
_____ Revise CDS No.:

Title: Standard Application Procedure for Acceptance of Non-Asbestos Packing Material

Category: XX A (PAR related) _____ N (Not PAR related)

Type: SAP (POL, SAP, SOP, STP, LEG, INF, CRI)

Sponsoring Division/Center Chief: Ken A. Sproul

Division/Center Contact Ken A. Sproul

Document is For:	List of 30 CFR References:
_____ External Distribution	Part Section(s)
<u>XX</u> Internal Use Only	<u>All</u> <u>Subparts</u>

Key Words: Non-Asbestos Packing Material
(75 Characters)

Follow-Up Review Date: 9/01/07

Comments: Transfer to the Quality Assurance and Material Testing Division.

Concurrence:

Technical Review By: Mark Schwartz
Committee Representative

Administrative Review By: _____ Committee Chairperson

Division Chief Concurrence (Initials)

	<u>Yes</u>	<u>No</u>
AED	_____	_____
ESD	_____	_____
M&ESD	_____	_____
QA&MTD	_____	_____

Authorized By: _____
Name A&CC Chief or Designate

_____ Date