Chapter 296-150R WAC
RECREATIONAL VEHICLES

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296-150R-3000 Recreational vehicle fees.

WAC 296-150R-0010 Authority, purpose, and scope. (1) This chapter is authorized by RCW 43.22.335 through 43.22.434 and covers the requirements for:

(a) Obtaining state-plan or self-certified status if you manufacture recreational vehicles for sale or lease in Washington state.

(b) Obtaining state-plan or self-certified insignia if you manufacture recreational vehicles for sale or lease in Washington state.

(2) This chapter applies to:

(a) Manufacturers, dealers and individuals who build for sale, sell, or lease recreational vehicles in Washington state; and

(b) Manufacturers, dealers, and individuals who alter recreational vehicles for sale or lease in Washington state.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0010, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0010, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0020 What definitions apply to this chapter? "Alteration" is the replacement, addition, modification, or removal of any equipment or material that affects the fire and life safety provisions, plumbing systems, fuel systems and equipment or electrical systems of a recreational vehicle.

The following changes are not considered alterations for purposes of this chapter:

- Repairs with approved parts;
- Modification of a fuel burning appliance according to the terms of its listing; and
- Adjustment and maintenance of equipment.

"Alteration insignia" is an insignia which indicates a vehicle alteration was approved by the department.

"ANSI" is the American National Standards Institute, Inc., and the institute's rules applicable to *Low Voltage Systems in Conversion and Recreational Vehicles and Uniform Plan Approval for Recreational Vehicles*. For the purposes of this chapter, references to ANSI mean ANSI/RVIA 12V *Low Voltage Systems*, current edition, and ANSI/RVIA UPA-1 *Standard on Uniform Plan Approval for Recreational Vehicles*, current edition.

"Approved" is approved by the department of labor and industries.

"Audit" by the department can be either a comprehensive audit or a performance audit. A comprehensive audit is the department inspection of a manufacturer's quality control procedures, comprehensive plans, and vehicles. A performance audit is the department's review of the manufacturer's audit performed by the industry association or other independent auditor.

"Comprehensive design plan" consists of the design plans and copies of drawings such as:

• Floor plans relating to fire and life safety, electrical, plumbing, liquefied petroleum (LP) and/or natural gas systems and appliances and air conditioning systems, if applicable to the plan of each vehicle.

• Plumbing line drawings which describe the size, length and location of gas piping lines, liquid and body waste lines, liquid and body waste tanks, and potable water tanks.

• Electrical drawings. (See WAC 296-150R-0330 and 296-150R-0820.)

"Consumer" is a person or organization who buys or leases recreational vehicles.

"Dealer" is a person or organization whose business is offering recreational vehicles for sale or lease.

"Department" is the department of labor and industries. The department may be referred to as "we" or "us" in this chapter. Note: You may contact us at: Department of Labor and Industries, Specialty Compliance, P.O. Box 44430, Olympia, WA 98504-4430.

"Equipment" is all material, appliances, fixtures, and accessories used in the manufacture or alteration of recreational vehicles or park trailers.

"Manual" is a reference containing instructions, procedures, responsibilities and other information used to implement and maintain the quality control program of a recreational vehicle manufacturer.

"National Electrical Code" see Chapter 2 of NFPA 1192 *Standard on Recreational Vehicles*, current edition, for reference to the appropriate edition to use for compliance.

"NFPA" is National Fire Protection Association, and the institute's rules applicable to recreation vehicles. For the purpose of this chapter, references to NFPA means NFPA 1192 *Standard on Recreational Vehicles*, current edition.

"Quality control" is the plan and method for ensuring that the manufacture, fabrication, assembly, installation, storing, handling, and use of materials complies with this chapter, ANSI, and NFPA.

"Recreational vehicle" is a vehicular type unit primarily designed as temporary living quarters for recreational camping, travel, or seasonal use that either has its own motive power or is mounted on, or towed by, another vehicle or as defined by NFPA 1192 *Standard on Recreational Vehicles*, current edition. Recreational vehicles include: Camping trailers, fifth-wheel trailers, motor homes, travel trailers, and truck campers.

"Self-certification insignia" is an insignia which is obtained under the self-certification approval process.

"State-plan insignia" is an insignia which is obtained under the state design-plan approval process.

"Submitted design plan" is a plan that:

- Has been received by the department for review; and
- The plan approval fee is paid; and
- Is awaiting an initial design plan review.

"System" is a part of a recreational vehicle that is designed to serve a particular function such as plumbing, electrical, heating, or mechanical system.

"Vehicle" for the purposes of this chapter, is a recreational vehicle.

[Statutory Authority: 2023 c 78 and 2023 c 36. WSR 24-13-089, § 296-150R-0020, filed 6/18/24, effective 7/22/24. Statutory Authority: Chapter 43.22 RCW. WSR 12-15-061, § 296-150R-0020, filed 7/17/12, effective 9/1/12; WSR 08-10-075, § 296-150R-0020, filed 5/6/08, effective 6/6/08. Statutory Authority: RCW 43.22.340, 43.22.400, 43.22.432, 43.22.433, 43.22.434, 43.22.480, and 43.22.485, 2002 c 268, and chapter 43.22 RCW. WSR 03-12-044, § 296-150R-0020, filed 5/30/03, effective 6/30/03. Statutory Authority: RCW 43.22.340 and 43.22.480. WSR 99-13-010, § 296-150R-0020, filed 6/4/99, effective 7/5/99. Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0020, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0020, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0030 How is this chapter enforced? (1) We enforce this chapter through:

(a) The state plan insignia approval process (see WAC 296-150R-0300 through 296-150R-0720); or

(b) The self-certification insignia approval process (see WAC 296-150R-0800 through 296-150R-0930).

(2) Vehicle inspections occur where the recreational vehicles are manufactured, sold, or leased. We conduct inspections during normal work hours or at other reasonable times. We may require you to remove a part of the recreational vehicle in order to conduct our inspection.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0030, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0030, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0040 Will you keep my manufacturing information confidential? We will only release manufacturing information, such as design plans, specifications, test results, and manuals, according to the Public Records Act (see RCW 42.17.310 (1)(h)) unless we are ordered to do so by a court or otherwise required by law.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0040, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and

[43.22.]480. WSR 96-21-146, § 296-150R-0040, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0050 Can you prohibit the sale or lease of my recreational vehicle? (1) We may prohibit the sale or lease of your recreational vehicle because it is unlawful for any person to sell, lease, or offer for sale a recreational vehicle within this state if it violates any of the requirements of this chapter (see RCW 43.22.345).

(2) If an inspection reveals that a recreational vehicle violates this chapter, we may post a notice prohibiting the sale or lease of the recreational vehicle.

[Statutory Authority: RCW 43.22.340 and 43.22.480. WSR 99-13-010, § 296-150R-0050, filed 6/4/99, effective 7/5/99.]

WAC 296-150R-0060 Who handles consumer complaints about recreational vehicles? (1) Consumers may file complaints with us, if they have reason to believe a manufacturer and/or dealer is in violation of this chapter and ANSI.

(2) The complaint should be in writing and describe the items that may not comply with this chapter and ANSI.

(3) After we receive the complaint, we will send the manufacturer and/or the dealer a copy of the complaint. The manufacturer and/or dealer has thirty days to respond to the complaint.

(4) If we decide an inspection is warranted and specific code violation(s) are found during the inspection, the manufacturer or dealer is charged for the inspection.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0060, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0060, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0100 What happens if I disagree with the department's decision regarding my compliance with this chapter and ANSI? (1) If we determine that you are in violation of this chapter and ANSI, you will receive a notice of noncompliance and we may withdraw your certification. (See WAC 296-150R-0710, 296-150R-0920.)

(2) If you disagree with our decision, you can send us a written request for a hearing, stating why you disagree.

(3) After we receive your hearing request, we will:

(a) Schedule a hearing within thirty days after we receive your request.

(b) Notify you of the time, date, and place for the hearing. If you fail to appear, your case will be dismissed.

(c) Hear your case.

(d) Send you written notice of our decision.

If you disagree with our decision, you may appeal it under the Administrative Procedure Act (chapter 34.05 RCW).

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0100, filed 7/31/97, effective 12/1/97. Statutory Authority:

RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0100, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0110 Do you have an advisory board to address recreational vehicle issues? The factory assembled structures (FAS) board advises us on issues relating to plumbing, heating, electrical, installation, alterations, inspections, and rules for recreational vehicles. (See RCW 43.22.420.)

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0110, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0110, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0120 Where can I obtain technical assistance regarding recreational vehicles? We provide field technical service to recreational vehicle manufacturers for an hourly fee (see WAC 296-150R-3000). Field technical service may include an evaluation, consultation, plan examination, interpretation, and clarification of technical data relating to the application of our rules. It does not include inspections.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0120, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0120, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0130 Do you allow recreational vehicles to be displayed without an insignia? We allow one recreational vehicle to be displayed without an insignia, if you:

(1) Get written approval from us in advance of displaying the unit; we should receive your written request at least thirty days prior to display of the unit. Your request must include:

(a) The model and serial number of the unit;

(b) The location where the unit will be displayed; and

(c) The date(s) the unit will be displayed.

(2) Are licensed in Washington state through the department of licensing;

(3) Have your approval letter available at the display;

(4) Place three visible signs on the display unit:

(a) One at the main entry door;

(b) One inside the front of the unit; and

(c) One inside the back of the unit.

The signs must read: *Not For Sale - Display Only.*

The letters on the sign must be one inch or higher.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0130, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0130, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0140 Do you allow the use of alternate materials, alternate design and method of construction? An applicant may apply for the use of alternate materials, alternate design and methods of construction different from the requirements of this chapter by filing a written request with the department.

(1) Responsibilities of applicant. The applicant must submit in writing the following information and sign and date the request.

(a) The applicant's name, address and phone number;

(b) The specific requirement or requirements from which the alternate material, alternate design or method of construction is requested;

(c) Justification that the requirements of this chapter cannot be met without using alternate materials, alternate design or method of construction;

(d) How the use of alternate materials, alternate design or method of construction will achieve the same result as the requirement and any specific alternative measures to be taken to show the alternate provides the same level of protection to life, safety and health as the requirements.

The department has a form that you may use for your request. Contact the department at the address shown in the definition section.

(2) Responsibilities of the department. The department will provide a written response to the applicant within thirty days of receipt of the written request. The written response will state the acceptance or denial of the request, including the reasons for the department's decision. At a minimum the department will base its decision based on:

(a) The applicant's request as described in subsection (1) of this section;

(b) Research into the request;

(c) Expert advice.

(3) Applicant's response to denials. The applicant may appeal the department's decision by following the procedure in WAC 296-150R-0100.

[Statutory Authority: RCW 43.22.340, 43.22.350, 43.22.355, 43.22.360, 43.22.400, 43.22.432, 43.22.433, 43.22.434, 43.22.450, 43.22.480, and 43.22.485. WSR 00-17-148, § 296-150R-0140, filed 8/22/00, effective 9/30/00. Statutory Authority: RCW 43.22.340 and 43.22.480. WSR 99-13-010, § 296-150R-0140, filed 6/4/99, effective 7/5/99.]

REQUIREMENTS FOR INSIGNIA AND OTHER VEHICLE IDENTIFICATION

WAC 296-150R-0200 Who should obtain recreational vehicle insignia? (1) If you manufacture recreational vehicles to be sold or leased in Washington, you must purchase either a state-plan or self-certified insignia for each vehicle.

(2) Individuals that build recreational vehicles to sell or lease in Washington must purchase an insignia.

(3) If you have a vehicle with either a state-plan or self-certified insignia and you plan to alter or have another person alter it, you must obtain an alteration insignia from us.

Note: You do not need to purchase our insignia if you manufacture recreational vehicles in Washington for sale outside the state.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0200, filed 7/31/97, effective 12/1/97. Statutory Authority:

RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0200, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0210 How do I obtain insignia information and the forms you require? Upon request, we will provide you with a packet of information that includes required forms and fee schedule for obtaining the state-plan or self-certified insignia. Our address is noted in the definition of department.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0210, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0220 How do I obtain insignia based on state-plan approval? (1) If you are approved to purchase insignia based on state-plan approval, you may purchase the insignia by submitting the insignia application with the required fees. (See WAC 296-150R-3000.)

(2) The application must be on the department's approved "application for insignia" form F622-021-000 and include a signed statement from you certifying that you are manufacturing your units according to your approved and/or "submitted design plans" and your quality control program.

(3) Insignia may not be purchased for or applied to units for which:

(a) The plans are being approved by a licensed professional in accordance with WAC 296-150R-0315 and have not been assigned a plan approval number by the department; or

(b) The submitted design plans have been at the department less than 10 working days; or

(c) The submitted design plans have been reviewed by the department, and are not approved.

[Statutory Authority: 2023 c 78 and 2023 c 36. WSR 24-13-089, § 296-150R-0220, filed 6/18/24, effective 7/22/24. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0220, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0230 How do I obtain insignia based on self-certification approval? If you are approved to purchase insignia based on self-certification approval, you may purchase the insignia by submitting the insignia application with the required fees. (See WAC 296-150R-3000.) The application must include the design plan with a signed statement from you certifying that you are manufacturing your units according to your comprehensive design plans and your quality control program.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0230, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0250 How do I replace lost or damaged insignia? (1) If an insignia is lost or damaged after it is placed on a recreational vehicle and you are the manufacturer or owner, you must notify us in writing immediately.

(2) Your notification should include the following information:

(a) Your name, address, and telephone number;

(b) The vehicle identification number or serial number and model;

(c) The insignia number and design-plan approval number, if applicable; and

(d) The required fee. (See WAC 296-150R-3000.)

(3) If we can determine that your unit previously had an insignia, we will attach the insignia to your vehicle once we receive your insignia fee. (See WAC 296-150R-3000.)

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0250, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0250, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0280 What other vehicle identification is required? Every *new* recreational vehicle manufactured, offered for sale or lease, or sold or leased in Washington must also have a vehicle identification number (VIN) label in compliance with the Federal Department of Transportation (DOT) safety standards.

Note: Truck campers do not require a vehicle identification number (VIN). They have a manufacturer's serial number.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0280, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0280, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0290 When and where should the insignia and the vehicle identification label be attached to the vehicle? (1) Insignia must be attached to the finished vehicle before it leaves the approved manufacturer's location.

(2) The state-plan or self-certification insignia must be attached adjacent to the main door, on the strike side of the door, at least twelve inches above the floor line. The strike side of the door is opposite the hinge side of the door.

(3) The alteration insignia must be attached next to the certification insignia.

(4) The vehicle identification number (VIN) label must be attached on the vehicle as required by the Federal Department of Transportation. Any other vehicle identification label must be attached next to the certification insignia or on the exterior front half of the left side of the vehicle, at least six inches above the floor line.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0290, filed 10/23/96, effective 11/25/96.]

STATE PLAN

WAC 296-150R-0300 Obtaining approval as a state-plan manufacturer. Before you can obtain insignia based on state-plan approval, you must:

(1) Have your quality control manual approved by us; and

(2) Have your design plan(s) approved in accordance with WAC 296-150R-0315 (see WAC 296-150R-0220); and

(3) Pass a quality control program comprehensive audit which includes a random inspection of your vehicles.

[Statutory Authority: 2023 c 78 and 2023 c 36. WSR 24-13-089, § 296-150R-0300, filed 6/18/24, effective 7/22/24. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0300, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0310 What is required after I am approved as a state-plan manufacturer? Once you have obtained approval as a state-plan manufacturer:

(1) You are required to submit comprehensive design plans to us for approval;

(2) You can inspect your own vehicles based upon your quality control manual specifications; and

(3) You are subject to an annual comprehensive audit at your manufacturing location(s).

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0310, filed 10/23/96, effective 11/25/96.]

DESIGN PLAN

WAC 296-150R-0315 Who can approve design plans? (1) Comprehensive design plans for recreational vehicles can be approved by us or by a licensed professional or firm authorized by us. (See WAC 296-150R-0520 and 296-150R-0530.)

(2) All design plans for quality control manuals must be reviewed and approved by the department.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150R-0315, filed 4/11/23, effective 4/11/23.]

WAC 296-150R-0320 How do I apply for design-plan approval? Upon request, we will send you a design-plan approval request form.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0320, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0330 What is required for comprehensive design-plan approval? If you are the manufacturer applying for state-plan approval:

(1) You must submit two sets of comprehensive design plans (do not send originals) to us for approval. Design plans must be accompanied by the initial filing fee, if appropriate, and the design plan fee. (See WAC 296-150R-3000.)

(2) Your comprehensive design plan must indicate compliance with the appropriate ANSI standards in the following plans and drawings:

(a) Floor plans relating to fire and life safety, electrical, plumbing, liquefied petroleum (LP) and/or natural gas systems and appliances, and air conditioning systems, if applicable, of each vehicle.

(b) Plumbing line drawings which describe the size, length and location of gas piping lines, liquid and body waste lines, liquid and body waste tanks, and potable water tanks.

(c) Electrical drawings.

Note: We will provide a check list with detailed requirements for each type of plan upon request.

(3) Current comprehensive design plans must be available at each manufacturing location.

(4) You must have an approved quality control manual. (See WAC 296-150R-0400, 296-150R-0410.)

Note: You do not need a quality control manual if you are an individual asking us to inspect a vehicle.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0330, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0340 What happens if you approve my design plan? (1) Your design plan will be approved if it complies with the requirements of this chapter and ANSI.

(2) We will send you an approved copy of the design plan with the approval number.

(3) You must keep copies of the approved design plan for all models produced at the manufacturing location.

(4) If your design plan is not approved, you will be notified in writing of plan deficiencies. You may send a corrected design plan to us.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0340, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0350 If my design plan is not approved, how much time do I have to submit a corrected plan? (1) You have ninety days to correct and resubmit your original design plan and send us the resubmittal fee once we notify you of plan deficiencies. After ninety days, your initial design plan is returned to you.

(2) If you submit your corrected design plan after ninety days, you must send the initial design plan fee instead of the resubmittal fee. (See WAC 296-150R-3000.)

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0350, filed 10/23/96, effective 11/25/96.]

QUALITY CONTROL PROGRAM/MANUAL

WAC 296-150R-0400 What constitutes an acceptable quality control program/manual for state-plan insignia? Your quality control program must implement your approved quality control manual. The quality control manual must provide instructions, procedures, and assign responsibilities to assure quality control requirements are met when vehicles are manufactured. The minimum quality control manual requirements are:

(1) An organization chart which identifies quality assurance positions and describes quality control responsibilities and accountability for the following plant personnel: General manager, plant production manager, plant foreperson, lead persons, production, quality control, sales, engineering, purchasing, and receiving staff;

(2) A method to distribute all comprehensive design plans and installation instructions or other documentation that ensures all products used are installed correctly in all recreational vehicle models produced at each manufacturing location;

(3) Procedures for maintaining the quality assurance of each vehicle model;

(4) Drawings and procedures displaying manufacturing processes including a schematic plant layout;

(5) Descriptions of production stations, including surge-hold stations, on-site or offsite repair-rework locations, and off-line construction sites. Descriptions should identify by station and location the work, tests, or inspections performed and the job title of the person performing the quality control review;

(6) Inspection and equipment maintenance instructions, including jig maintenance, check-off lists, and other documentation verifying quality control performance and accountability;

(7) Coordination of staff duties ensuring smooth transition of manufacturing responsibilities during the shift change;

(8) Instructions regarding the identification, control, and handling of damaged goods or materials that do not comply with existing rules and ANSI;

(9) Information about recreational vehicle material storage and environmental control including protection from the weather and the elimination of scrap and age-dated materials which have exceeded their life;

(10) Verification that testing equipment is properly calibrated and that your gauges are accurate;

(11) Information about production line testing which includes descriptions of procedures, test equipment, and the location of each test. The information should demonstrate accountability for test completion, for rework and repair, and for retesting;

(12) Instructions, procedures, descriptions, and responsibilities for insignia storage, security, application, and inventory;

(13) Procedures for mixed production lines, for variable production rates, for new or substitute personnel, and for new or changed inspections and tests;

(14) Instructions, procedures, and responsibilities for keeping vehicle records which include the unit serial number, model, plan approval number, dealer location or destination, insignia number, inspection, and test results;

(15) Information about your quality control training program; and

(16) Procedures for introducing new designs, models, materials and equipment to staff that ensures products are built according to the standards and the manufacturer's instructions.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0400, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0400, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0410 How do I apply to have my quality control manual approved? We will provide the form and instructions upon request.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0410, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0420 What happens if my quality control manual is approved? (1) Your quality control manual will be approved if it meets the requirements of this chapter and ANSI.

(2) We will send you an approved copy of your quality control manual.

(3) If your quality control manual is not approved, you will be notified in writing of the deficiencies. You may send us a corrected quality control manual.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0420, filed 10/23/96, effective 11/25/96.]

DESIGN PLAN/QUALITY CONTROL MANUAL—REVIEW, CHANGE/ADDENDUM, EXPIRATION, AND RENEWAL

WAC 296-150R-0440 Do I need approval to change my design plan or quality control manual after I receive state-plan approval? (1) Once you have received state-plan approval and you want to change your design plan or quality control manual, we must approve the changes/addendums.

(2) You should send design plan or quality control manual changes to us thirty days before you want the changes/addendums to take effect.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0440, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0450 When does state-plan insignia approval expire? As a state-plan manufacturer, your approval for insignia is based upon approval of your design plan and quality control manual. Design plans are considered approved until a new ANSI code edition is adopted or unless revisions to ANSI prior to code changes would not support our design plan approval.

Note: ANSI codes are normally adopted for a three-year period.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0450, filed 10/23/96, effective 11/25/96.]

DESIGN-PLAN APPROVAL BY A LICENSED PROFESSIONAL OR FIRM

WAC 296-150R-0520 Who can be authorized to approve design plans? (1) A professional engineer, architect, or firm licensed by the state of Washington according to the Engineers Registration Act, chapter 18.43 RCW and/or the Architects Registration Act, chapter 18.08 RCW; or

(2) A professional engineer, architect, or firm licensed in another state that has licensing or certification requirements that meet or exceed Washington requirements.

(3) A professional engineer, architect, or firm cannot approve quality control plans.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150R-0520, filed 4/11/23, effective 4/11/23.]

WAC 296-150R-0530 What information must a professional or firm provide to be authorized to approve design plans? (1) Name, a copy of your certificate of registration or authority, and address of the professional engineer, architect, or firm; and

(2) A description of the services the professional engineer, architect, or firm will provide in the areas of fire and life safety, mechanical, plumbing, and electrical plan review for recreational vehicles; and

(3) A summary of the professional's or firm's expertise and qualifications to review plans in the areas identified by the description of services.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150R-0530, filed 4/11/23, effective 4/11/23.]

WAC 296-150R-0540 How will I know whether I am authorized to approve design plans? Within 60 days after you submit the information requested in WAC 296-150R-0530, we will send you a letter either approving or denying your authorization request.

(1) If we approve your request, your name is added to the list of licensed professionals and firms authorized to approve design plans.

(a) We will authorize a professional to approve portions of a design plan within his or her area of expertise; and

(b) We will authorize an engineering or architectural firm to approve plans if the firm employs or contracts with professionals within the area of expertise necessary for the design plan.

(2) If we do not approve your request, we will notify you in writing why we are denying your request for authorization. If you disagree with our decision, you can send us a written request for a hearing, stating why you disagree. (See WAC 296-150R-0100.)

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150R-0540, filed 4/11/23, effective 4/11/23.]

WAC 296-150R-0550 How long is a licensed professional or firms authorization effective? Your authorization to approve design plans is effective until your license expires, is revoked, or suspended or until your authorization to approve plans is revoked or suspended in accordance with subsection (3) or (4) of this section.

(1) You must notify us of your license renewal at least 15 days before your license expires to prevent your name from being removed from our licensed professional and firm list.

(2) You must notify us immediately if your license is revoked or suspended. Your name is then removed from the list of licensed professionals and firms authorized to approve design plans.

(3) Your authorization to approve plans may be revoked or suspended if during any one year we receive three or more approved plans that after audit are found to be incomplete or contain multiple code violations. Incomplete plans are those that do not meet the requirements of this chapter and our written plan review guidelines that we provided to you. If your authorization is revoked you may reapply for authorization in accordance with WAC 296-150R-0530, after one year from the date of revocation. Suspensions may be up to one year. If you disagree with our decision, you can send us a written request for a hearing, stating why you disagree. (See WAC 296-150R-0100.)

(4) Your authorization to approve plans may be revoked if we find the licensed professional has a conflict of interest. If your authorization is revoked you may reapply for authorization in accordance with WAC 296-150R-0530, after one year from the date of revocation. If you disagree with our decision, you can send us a written request for a hearing, stating why you disagree. (See WAC 296-150R-0100.)

(5) If we revoke or suspend your authorization in accordance with subsection (3) or (4) of this section, your name will be removed from the list of licensed professionals and firms authorized to approve design plans.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150R-0550, filed 4/11/23, effective 4/11/23.]

WAC 296-150R-0560 What information must a manufacturer send to the department when a professional or firm does the design-plan approval? You must send us the following information in your approved design plans:

(1) A completed departmental design-plan approval request form;

(2) A set of design plan drawings and specifications necessary for a complete code evaluation of the design;

(3) A cover sheet on the design plan noting which professional approved each portion of the design plan;

(4) A copy of the authorization letter from us; and

(5) The design plan fee for design plans approved by professionals or firms. (See WAC 296-150R-3000.)

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150R-0560, filed 4/11/23, effective 4/11/23.]

WAC 296-150R-0570 What happens after we receive the professional or firm approved design plan and information? (1) After we receive your approved design plans and information, we will check the design plans and information to reasonably assure they contain the documents and plan information outlined in our written guidelines for plan reviews as provided to approved licensed professionals. Once accepted we will assign a plan approval number and send a copy of the design plan with the plan approval number to the manufacturer.

(2) If our check of the design plans and information finds that they are not acceptable we will notify you in writing of the reasons why. Unless being audited in accordance with subsection (3) of this section, design plans and information may be corrected and resubmitted for acceptance within 90 days of our notification. We may charge the applicant an additional hourly fee to process revised submittals (see WAC 296-150R-3000.)

(3) We may audit design plans approved by a professional engineer, architect, or firm to ensure compliance with this chapter and our written guidelines for plan reviews. Audits may be either random audits or they may be audits of plans that were not accepted in accordance with subsection (2) of this section. The department's audit should not be construed as certifying that the plans are safe.

(4) If the audit finds that the design plans approved by the professionals and firms do not comply with this chapter and our written guidelines for plan reviews, the applicant will be notified and may be required to pay our fees for review and approval of the design plans. (See WAC 296-150R-3000.)

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150R-0570, filed 4/11/23, effective 4/11/23.]

WAC 296-150R-0580 Do you have a list of professionals or firms that are authorized to approve design plans? Yes. We will maintain a list of the licensed professionals and firms that are authorized to approve design plans for recreational vehicles.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150R-0580, filed 4/11/23, effective 4/11/23.]

WAC 296-150R-0590 Who approves addendums to design plans approved by a professional or firm? (1) You must have the professional or firm approve an addendum to a design plan, if they initially approved your design plan.

(2) If the professional or firm who approved your design plan is no longer on the department list, you may have us approve your addendum.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150R-0590, filed 4/11/23, effective 4/11/23.]

INSPECTION

WAC 296-150R-0600 When does a manufacturer, individual builder, or a dealer need to request a vehicle inspection? If you are a manufacturer, individual builder, or a dealer, you must request a vehicle inspection by us:

(1) If you have approval of your design plan and quality control manual and need to complete the state-plan process;

(2) If you are making a vehicle alteration which must be inspected and approved by us; or

(3) If you are correcting a violation which must be inspected and approved by us.

Note: An individual who is building a vehicle to own, sell, or lease must obtain a vehicle identification number from the state patrol prior to our issuance of certification insignia.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0600, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0610 How do I request a vehicle inspection and what documentation is required? (1) Complete an inspection application which can be obtained from us.

(2) Send the completed application, application fee, and inspection fee to us prior to the date you would like an inspection performed. (See WAC 296-150R-3000.)

(3) During the inspection, have your approved design plans, specifications, and test results available for our inspector.

(4) A vehicle inspection will be completed in two phases. The "cover" inspection during the construction of the unit before the electrical, plumbing, mechanical, heating, and structural systems are covered. The final inspection takes place after the vehicle is complete.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0610, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0620 What happens if my vehicle passes inspection? (1) If your vehicle passes inspection and you have met the other requirements of this chapter and ANSI, you will be approved to purchase state-plan insignia from us.

(2) If you send your insignia application and fee to us prior to the inspection, we will attach your insignia when we approve the vehicle.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0620, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0630 What happens if my vehicle does not pass inspection? (1) If your vehicle does not pass inspection, you will receive a notice of noncompliance.

(2) You have ten days after receiving the notice of noncompliance to send us a written response explaining how you will correct the violation(s) and prevent its reoccurrence.

(3) You are not allowed to move, sell or lease a vehicle until:

(a) You correct the violation(s);

(b) We inspect and approve the correction(s); and

(c) You pay the inspection fee and the insignia fee, if required. (See WAC 296-150R-3000.)

(4) If you fail to make the corrections, the sale or lease of your vehicle is prohibited by RCW 43.22.340 until the corrections are made.

Note: You will be allowed to return a vehicle to the manufacturing location or to another location for correction with our approval.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0630, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0640 Am I charged if I request an inspection but I am not prepared? (1) If you ask us to inspect recreational vehicles within Washington state but are not prepared when we arrive, you must pay the minimum inspection fee and travel.

(2) If you ask us to inspect recreational vehicles outside Washington state but are not prepared when we arrive, you must pay the minimum inspection fee, travel, and per diem expenses.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0640, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0640, filed 10/23/96, effective 11/25/96.]

AUDIT

WAC 296-150R-0700 What does our annual quality control program audit for state-plan insignia include? (1) During your annual comprehensive audit for state-plan insignia, we will review your quality control program and randomly inspect your vehicles.

(2) If our comprehensive audit indicates that you are complying with the requirements of this chapter and ANSI, you may purchase state-plan insignia.

(3) If we discover a quality control program deficiency or a vehicle violation during our comprehensive audit, you will receive a notice of noncompliance and cannot purchase state-plan insignia until the deficiency or violation is corrected.

(a) You can correct the deficiency or violation during the comprehensive audit; or

(b) You have fourteen days after receiving the notice of noncompliance to send us a written response explaining your correction of the deficiency or violation;

(c) You are subject to a follow-up comprehensive audit.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0700, filed 10/23/96, effective 11/25/96.]

LOSS OF STATE-PLAN APPROVAL

WAC 296-150R-0710 Can you withdraw my state-plan insignia approval? Should you fail to meet the requirements of this chapter and ANSI after you have been approved to purchase state-plan insignia, we will withdraw your certification.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0710, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0720 What happens if my state-plan insignia approval is withdrawn? If your state-plan insignia approval is withdrawn because you have failed to comply with this chapter and ANSI:

(1) You must return any issued but unused insignia to us; and

(2) You cannot sell or lease vehicles in Washington.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0720, filed 10/23/96, effective 11/25/96.]

SELF-CERTIFICATION

Audit to Receive Self-Certification

WAC 296-150R-0800 What is required for self-certification? If you want to be self-certified, you must:

(1) Send us a written request for self-certification;

(2) Have us approve your self-certification quality control manual;

(3) Have us approve your comprehensive design plans for the current models you sell in Washington state if you do not already have approved design plans;

(4) Initially be audited by us, and then be audited at least every six months by an industry association or independent inspection auditor who conducts quality control audits;

(5)(a) The manufacturer must designate an industry association or other independent auditor to perform audits of the manufacturer at least every six months.

(b) The manufacturer must provide written approval from the auditor designated under (a) of this subsection and provide a copy of such approval to the department. The approval form must allow us to review all documentation and information collected by the auditor during the auditor's periodic audits of the manufacturer. The department shall

conduct a performance audit of the industry association or other independent inspection auditor at least once every two years.

(c) If the designated auditor refuses to allow the department to conduct a performance audit, then the department may conduct a performance audit of the manufacturer's quality control program. If both the designated auditor and manufacturer refuse to allow a performance audit, then the department may conduct a comprehensive audit as authorized by RCW 43.22.355(4).

Note: If you do not use an industry association or independent inspection auditor to conduct your quality control audits, you may apply for insignia under the state-plan process for insignia approval.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0800, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0810 What does the initial self-certification audit include? During the initial self-certification comprehensive audit, we will:

(1) Review your quality control program;

(2) Review your comprehensive design plans; and

(3) Randomly inspect your vehicles.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0810, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0820 How will I know if I am approved for self-certification? (1) If the initial self-certification comprehensive audit indicates that you are complying with this chapter and ANSI, we will send you a self-certification approval letter. Once you are approved as self-certified you may purchase self-certification insignia.

(2) If we discover a quality control program deficiency or a vehicle violation during our initial audit, you will receive a notice of noncompliance and cannot purchase the self-certification insignia until the deficiency or violation is corrected.

(a) You can correct the deficiency or violation during the audit; or

(b) You have fourteen days after receiving the notice of noncompliance to send us a written response explaining your correction of the deficiency or violation;

(c) You are subject to a follow-up comprehensive audit, to verify correction of the deficiency or violation.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0820, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0830 What are the self-certification fees? (1) If you are a new manufacturer applying for self-certification, you must pay the initial filing fee, the quality control manual fee, the audit fee, travel and per diem expenses.

(2) If you are a current state-plan manufacturer applying for self-certification who has approved design plans with the department,

you must pay the self-certification quality control manual fee, the audit fee, travel and per diem expenses.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0830, filed 10/23/96, effective 11/25/96.]

Self-Certification Comprehensive Design Plan/Quality Control Program/ Quality Control Manual

WAC 296-150R-0840 What is required for comprehensive design plan approval for self-certification? (1) If you are a *new manufacturer* applying for self-certification:

(a) You must send us two sets of comprehensive design plans (do not send originals) for approval. Design plans must be accompanied by the appropriate fees. (See WAC 296-150R-3000.)

(b) Your comprehensive design plan must indicate compliance with the appropriate ANSI standards in the following plans and drawings:

(i) Floor plans relating to fire and life safety, electrical, plumbing, liquefied petroleum (LP) and/or natural gas systems and appliances, and air conditioning systems, if applicable to the plan of each vehicle.

(ii) Plumbing line drawings which describe the size, length and location of gas piping lines, liquid and body waste lines, liquid and body waste tanks, and potable water tanks.

(iii) Electrical drawings.

Note: We will provide you with a check list with detailed requirements for each type of plan upon request.

(c) Current comprehensive design plans must be available at each manufacturing location.

(2) If you are a state-plan approved manufacturer applying for self-certification, you must have approved comprehensive design plans on file with us and at each manufacturing location.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0840, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0850 What constitutes an acceptable quality control program/manual for self-certification? Your quality control program must implement your approved quality control manual. The quality control manual must provide instructions, procedures, and assign responsibilities to assure quality control expectations are met when vehicles are manufactured. The minimum quality control manual requirements are:

(1) An organization chart which identifies quality assurance positions and describes quality control responsibilities and accountability for the following plant personnel: General manager, plant production manager, plant foreperson, lead persons, production, quality control, sales, engineering, purchasing and receiving staff;

(2) A method to distribute all comprehensive design plans and installation instructions or other documentation that ensures all products used are installed correctly in all recreational vehicle models produced at each manufacturing location;

(3) Procedures for maintaining the quality assurance of each vehicle model;

(4) Drawings and procedures displaying manufacturing processes including a schematic plant layout;

(5) Descriptions of production stations, including surge-hold stations, on-site or offsite repair-rework locations, and off-line construction sites. Descriptions should identify by station and location the work, tests, or inspections performed and the job title of the person performing the quality control review;

(6) Inspection and equipment maintenance instructions, including jig maintenance, check-off lists, and other documentation verifying quality control performance and accountability;

(7) Coordination of staff duties ensuring smooth transition of manufacturing responsibilities during the shift change;

(8) Instructions regarding the identification, control, and handling of damaged goods or materials that do not comply with existing rules and ANSI;

(9) Information about recreational vehicle material storage and environmental control including protection from the weather and the elimination of scrap and age-dated materials which have exceeded their life;

(10) Verification that testing equipment is properly calibrated and that your gauges are accurate;

(11) Information about production line testing which includes descriptions of procedures, test equipment, and the location of each test. The information should demonstrate accountability for test completion, for rework and repair, and for retesting;

(12) Instructions, procedures, descriptions, and responsibilities for insignia storage, security, application, and inventory;

(13) Procedures for mixed production lines, for variable production rates, for new or substitute personnel, and for new or changed inspections and tests;

(14) Instructions, procedures, and responsibilities for keeping vehicle records which include the unit serial number, model, plan approval number (if applicable), dealer location or destination, insignia number, inspection, and test results;

(15) Information about your quality control training program;

(16) Procedures for introducing new designs, models, materials and equipment to staff that ensures products are built according to the standards and the manufacturer's instructions; and

(17) Written authorization as required in WAC 296-150R-0800(5).

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-0850, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0850, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0860 After becoming self-certified, do I need approval to change my comprehensive design plan? (1) Once you are self-certified, you are not required to send us your comprehensive design plans nor are we required to approve your comprehensive design plan changes.

(2) You are required to maintain your comprehensive design plans for each model at each manufacturing location where the models are produced.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0860, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0870 After becoming self-certified, do I need approval to change my quality control manual? Once you are self-certified, you are required to have any changes to your quality control manual approved by us.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0870, filed 10/23/96, effective 11/25/96.]

Audit after Self-Certification

WAC 296-150R-0900 When do you audit self-certified manufacturers? (1) We audit self-certified manufacturers, if we have reason to believe, you are not complying with this chapter and ANSI.

(2) Reasons to believe that you may not be complying with this chapter and ANSI may include, but are not limited to:

(a) Consolidation of manufacturing locations or relocation of your manufacturing plant;

(b) Complaints from dealers, consumers, or other interested parties that you are not complying with this chapter and ANSI;

(c) Change of business ownership; or

(d) Noncompliance with the requirements of this chapter.

(3) A comprehensive or performance audit based on WAC 296-150R-0800 (5)(c).

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0900, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0910 After I am self-certified, what does an audit include? A performance audit after you are self-certified includes:

(1) A review of your quality control program;

(2) Verification that you are manufacturing vehicles according to this chapter and ANSI; and

(3) Verification that your comprehensive design plans are available at all locations where the vehicles are manufactured.

Note: Our audit may include a review of the comprehensive design plans at your manufacturing location.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0910, filed 10/23/96, effective 11/25/96.]

Loss of Self-Certification

WAC 296-150R-0920 Can you withdraw my self-certification? Should you fail to meet the requirements of this chapter and ANSI after you have been approved for self-certification, your self-certification can be withdrawn.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0920, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-0930 What happens if my self-certification is withdrawn? If your self-certification is withdrawn because you have failed to comply with this chapter and ANSI:

(1) You must return any issued but unused insignia to us; and

(2) You cannot sell or lease vehicles in Washington.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-0930, filed 10/23/96, effective 11/25/96.]

VEHICLE ALTERATIONS

WAC 296-150R-1000 Who needs approval to alter a recreational vehicle? (1) Any alteration by a manufacturer, dealer, or individual to a vehicle with state-certified insignia must be approved by us before the alteration is made. "Alteration" is defined in WAC 296-150R-0020.

(2) Any alteration by a manufacturer, dealer, or individual to a vehicle with self-certified insignia after it leaves the manufacturer's location must be approved by us before the alteration is made.

Note: We may remove your insignia if you alter or have someone alter a vehicle without our approval.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-1000, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-1000, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-1010 Must I purchase a separate insignia for an alteration? You are required to purchase an alteration insignia from us.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-1010, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-1020 How do I apply for alteration approval and obtain the alteration insignia? (1) To apply for alteration approval and the alteration insignia, you must:

(a) Complete an alteration permit form and an application for alteration insignia. We will provide the forms.

(b) Submit the completed forms, with the inspection fee and altered vehicle insignia fee, to us. (See WAC 296-150R-3000.)

(2) Our vehicle inspection of the alteration will be in two phases. The "cover" inspection during the alteration of the unit before the electrical, plumbing, mechanical, heating, or other systems are covered. The final inspection takes place after the vehicle is complete.

(3) Once we approve your alteration, we will attach the alteration insignia.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-1020, filed 10/23/96, effective 11/25/96.]

MANUFACTURER'S NOTICE TO THE DEPARTMENT

WAC 296-150R-2000 Must state-plan and self-certified manufacturers notify you if they manufacture at more than one location? (1) We must approve each recreational vehicle manufacturing location producing units for sale or lease in Washington state.

(2) You must send us the following information for each manufacturing location when you are certified:

(a) Company name;
(b) Mailing and physical address;
(c) Phone and fax number if available;
(d) Type of recreational vehicle(s) manufactured;
(e) Contact person for plan review; and
(f) Contact person for plant audit.

(3) You must update the information as it changes.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-2000, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-2000, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-2010 Must state-plan and self-certified manufacturers notify you if they change a business name or address? (1) If you are moving your business from an approved manufacturing location, the new location must be approved before shipping units from that location for sale or lease in Washington state.

(2) You must notify us in writing prior to a change of business name or address.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-2010, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-2020 Must state-plan and self-certified manufacturers notify you of a change in business ownership? (1) When a recreational vehicle manufacturing business changes ownership, the new owner must notify us in writing immediately.

(2) A new owner may continue to manufacture vehicles using approved design plans or comprehensive design plans according to this chapter.

(3) The department will perform a comprehensive audit of the manufacturer after the ownership change to ensure you are meeting the requirements of this chapter and ANSI.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-2020, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-2020, filed 10/23/96, effective 11/25/96.]

WAC 296-150R-2030 Must state-plan and self-certified manufacturers notify you of their Washington dealers? (1) You must send us the following information about yourself and each of your Washington dealers when you are certified:

(a) Dealership name;
(b) Mailing and physical address;
(c) Phone and fax number if available;
(d) Type of recreational vehicle(s); and
(e) Contact person.
(2) You must update this information as it changes.

[Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-2030, filed 10/23/96, effective 11/25/96.]

RECREATIONAL VEHICLE AND PARK TRAILER FEES

WAC 296-150R-3000 Recreational vehicle fees.

STATE PLAN	
INITIAL FILING FEE	$43.90
DESIGN PLAN FEES:	
NEW PLAN REVIEW FEE	$123.20
RESUBMITTAL FEE	$89.00
ADDENDUM (Approval expires on same date as original plan.)	$89.00
PLANS APPROVED BY LICENSED PROFESSIONALS	$18.00
FEES FOR RESUBMITTAL OF DESIGN PLANS APPROVED BY A PROFESSIONAL OR FIRM	$89.10 per hour
DEPARTMENT AUDIT FEES:	
AUDIT (per hour)*	$89.10
TRAVEL (per hour)*	$89.10
PER DIEM**	
HOTEL***	
MILEAGE**	
RENTAL CAR***	
PARKING	
AIRFARE***	
DEPARTMENT INSPECTION FEES:	
INSPECTION (per hour)*	$89.10
TRAVEL (per hour)*	$89.10
PER DIEM**	
HOTEL***	
MILEAGE**	
RENTAL CAR***	

PARKING***	
AIRFARE***	
ALTERATION INSPECTION (One hour plus insignia alteration fee)	$133.30
INSIGNIA FEES:	
STATE CERTIFIED	32.60
ALTERATION	43.90
REISSUED-LOST/DAMAGED	$15.60
OTHER FEES:	
FIELD TECHNICAL SERVICE (per hour* plus travel time* and mileage**)	$89.10
PUBLICATION PRINTING AND DISTRIBUTION OF RCWs AND WACs (One free copy per year)	$16.50

*Minimum charge of 1 hour; time spent greater than 1 hour is charged in 1/2 hour increments.
**Per state guidelines.
***Actual charges incurred.

SELF CERTIFICATION	
INITIAL FILING FEE	$43.90
DESIGN PLAN FEES:	
NEW PLAN REVIEW FEE (one time fee)	$124.90
RESUBMITTAL FEE	$89.10
ADDENDUM (Approval expires on same date as original plan.)	$89.10
ELECTRONIC PLAN SUBMITTAL FEE $6.40 per page for the first set of plans and $1.00 per page for each additional set of plans. These fees are in addition to any applicable design plan fees required under this section.	
DEPARTMENT AUDIT FEES:	
AUDIT (per hour)*	$89.10
TRAVEL (per hour)*	$89.10
PER DIEM**	
HOTEL***	
MILEAGE**	
RENTAL CAR***	
PARKING	
AIRFARE***	
DEPARTMENT INSPECTION FEES:	
INSPECTION (per hour)*	$89.10
TRAVEL (per hour)*	$89.10
PER DIEM**	
HOTEL***	
MILEAGE**	
RENTAL CAR***	
PARKING***	
AIRFARE***	
INSIGNIA FEES:	
SELF CERTIFIED	$32.60
ALTERATION	$43.90
REISSUED-LOST/DAMAGED	$15.60
OTHER FEES:	
FIELD TECHNICAL SERVICE (per hour* plus travel time* and mileage**)	$89.10
PUBLICATION PRINTING AND DISTRIBUTION OF RCWs AND WACs (One free copy per year)	$16.50
REFUND FEE	$32.60

*Minimum charge of 1 hour; time spent greater than 1 hour is charged in 1/2 hour increments.
**Per state guidelines.
***Actual charges incurred.

[Statutory Authority: Chapters 18.27, 19.28, 70.87, 43.22, 43.22A, and 18.106 RCW. WSR 26-10-060 (Order 25-30), s 296-150R-3000, filed 5/5/26, effective 7/1/26. Statutory Authority: Chapters 43.22 and 43.22A RCW. WSR 24-21-131, s 296-150R-3000, filed 10/22/24, effective

1/1/25; WSR 23-21-084, § 296-150R-3000, filed 10/17/23, effective 12/1/23. Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150R-3000, filed 4/11/23, effective 4/11/23. Statutory Authority: Chapters 43.22 and 43.22A RCW. WSR 20-04-081, § 296-150R-3000, filed 2/4/20, effective 3/6/20. Statutory Authority: Chapters 18.27, 70.87, 43.22, and 43.22A RCW. WSR 18-24-102, § 296-150R-3000, filed 12/4/18, effective 1/4/19. Statutory Authority: Chapter 43.22 RCW and 2011 1st sp.s. c 50. WSR 12-06-069, § 296-150R-3000, filed 3/6/12, effective 4/30/12. Statutory Authority: Chapters 18.27, 43.22, and 70.87 RCW. WSR 05-12-032, § 296-150R-3000, filed 5/24/05, effective 6/30/05. Statutory Authority: Chapters 18.27 and 43.22 RCW. WSR 04-12-048, § 296-150R-3000, filed 5/28/04, effective 6/30/04. Statutory Authority: RCW 43.22.350, 43.22.434, 43.22.480, 43.22.500, 70.87.030, 18.106.070, 18.106.125, 2001 c 7, and chapters 18.106, 43.22, and 70.87 RCW. WSR 03-12-045, § 296-150R-3000, filed 5/30/03, effective 6/30/03. Statutory Authority: RCW 43.22.350, 43.22.434, 43.22.480, 43.22.500, 18.27.040, 18.27.070, 18.27.075, 70.87.030, 19.28.041, 19.28.051, 19.28.101, 19.28.121, 19.28.161, 19.28.201, 19.28.211, 19.28.341, 2001 c 7, 2002 c 249, and chapters 19.28, 43.22, 18.27, and 70.87 RCW. WSR 02-12-022, § 296-150R-3000, filed 5/28/02, effective 6/28/02. Statutory Authority: RCW 43.22.350, 43.22.434, 43.22.480, 43.22.500, 18.27.070, 18.27.075, 70.87.030, 19.28.041, 19.28.051, 19.28.101, 19.28.121, 19.28.161, 19.28.201, 19.28.211, 19.28.341, 2001 c 159, and chapters 43.22, 19.28, 18.27, and 70.87 RCW. WSR 01-12-035, § 296-150R-3000, filed 5/29/01, effective 6/29/01. Statutory Authority: RCW 43.22.340, 43.22.350, 43.22.355, 43.22.360, 43.22.400, 43.22.432, 43.22.433, 43.22.434, 43.22.450, 43.22.480, and 43.22.485. WSR 00-17-148, § 296-150R-3000, filed 8/22/00, effective 9/30/00. Statutory Authority: Chapters 43.22, 18.27, 70.87 and 19.28 RCW. WSR 99-12-080, § 296-150R-3000, filed 5/28/99, effective 6/28/99. Statutory Authority: Chapters 18.106, 18.27 and 43.22 RCW. WSR 98-12-041, § 296-150R-3000, filed 5/29/98, effective 6/30/98. Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150R-3000, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW 43.22.340, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150R-3000, filed 10/23/96, effective 11/25/96.]