

Do(s) and Don't(s)
Reminders related to the Division of Industry Services
Boiler and Pressure Vessel Program

1. Inspection reports should not be submitted if not due for inspection. The Department of Safety and Professional Services (DSPS) may accept a report submitted up to 90 days prior to Permit-To-Operate (PTO) expiration. Earlier submittal may be accepted in extraordinary circumstances.
2. Violations written on reports shall include the following three items:
 - A. Identify each specific violation by SPS 341 section numbers. For example: "SPS 341.29"
 - B. Clearly identify conditions of violation on date of inspection. For example: "Requires two temperature controls, only one temperature control is installed"
 - C. State necessary corrective action. For example: "Install a high temperature control with maximum setting 250 F."
3. If conditions warrant and object is not in compliance, mark box "PTO on Hold" on the inspection report. Normally a 30-day compliance date for violations is acceptable. Safety and Buildings Division staff recommend follow-up by the inspector on violations.
4. Do not submit inspection reports for objects with periodic exemptions per SPS 341.18.
5. Do not submit "external" inspection reports for power boilers.
6. Internal or external inspection reports may be submitted for heating boilers
7. Please review inspection report for completeness. Incorrect, incomplete, or illegible reports will be returned to sender.
8. Repairs and alterations to objects shall meet the requirements of the National Boiler Inspection Code.
9. All new construction of ASME boilers and unfired pressure vessels shall be registered with the National Board.

SPS 302.04(5) Inspection assessments. The department may inspect any installation which is also inspected by a certified inspector. When the department inspection confirms that the inspection report is incomplete, invalid, or unacceptable, the department will assess the inspector or his or her employer a fee determined in accordance with sub. (2).