APPENDIX 4
PREPARATION OF TECHNICAL INQUIRIES TO THE BOILER AND PRESSURE VESSEL COMMITTEE

4-100 INTRODUCTION

The ASME Boiler and Pressure Vessel Committee meets regularly to consider written requests for interpretations and revisions to the Code rules, and to develop new rules as dictated by technological development. The Committee's activities in this regard are limited strictly to interpretations of the rules or to the consideration of revisions to the present rules on the basis of new data or technology. As a matter of published policy, ASME does not approve, certify, rate, or endorse any item, construction, proprietary device, or activity, and, accordingly, inquiries requiring such consideration will be returned. Moreover, ASME does not act as a consultant on specific engineering problems or on the general application or understanding of the Code rules. If, based on the inquiry information submitted, it is the opinion of the Committee that the inquirer should seek assistance, the inquiry will be returned with the recommendation that such assistance be obtained.

All inquiries that do not provide the information needed for the Committee's full understanding will be returned.

4-200 INQUIRY FORMAT

Inquiries shall be limited strictly to interpretations of the rules or to the consideration of revisions to the present rules on the basis of new data or technology. Inquiries shall be submitted in the following format.

(a) Scope. Involve a single rule or closely related rules. An inquiry letter concerning unrelated subjects will be returned.

(b) Background. State the purpose of the inquiry, which would be either to obtain an interpretation of Code rules, or to propose consideration of a revision to the present rules. Provide concisely the information needed for the Committee's understanding of the inquiry, being sure to include reference to the applicable Code Section, Division, Edition, Addenda, paragraphs, figures, and tables. If sketches are provided, they shall be limited to the scope of the inquiry.

(c) Inquiry Structure. Prepare statements in a condensed and precise question format, omitting superfluous background information, and, where appropriate, composed in such a way that "yes" or "no" (perhaps with provisos) would be an acceptable reply. This inquiry statement should be technically and editorially correct.

(d) Proposed Reply. State what it is believed that the Code requires. If in the inquirer's opinion a revision to the Code is needed, recommended wording shall be provided.

4-300 SUBMITTAL

Inquiries shall preferably be submitted in typewritten form; however, legible handwritten inquiries will also be considered. They shall include the name and mailing address of the inquirer, and be mailed to the following address:

Secretary
ASME Boiler and Pressure Vessel Committee
Three Park Avenue
New York, NY 10016-5990

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