APPENDIX A — MANDATORY SUBMITTAL OF TECHNICAL INQUIRIES TO THE BOILER AND PRESSURE VESSEL COMMITTEE

A-100 INTRODUCTION

The ASME Boiler and Pressure Vessel Committee and its Subcommittees, Subgroups, and Working Groups meet regularly to consider revisions of the Code rules, new Code rules as dictated by technological development, Code Cases, and Code interpretations. This Appendix provides guidance to Code users for submitting technical inquiries to the Committee. Technical inquiries include requests for revisions or additions to the Code rules, requests for Code Cases, and requests for Code interpretations.

Code Cases may be issued by the Committee when the need is urgent. Code Cases clarify the intent of existing Code requirements or provide alternative requirements. Code Cases are written as a question and a reply and are usually intended to be incorporated into the Code at a later date. Code interpretations provide the meaning of or the intent of existing rules in the Code and are also presented as a question and a reply. Both Code Cases and Code interpretations are published by the Committee.

The Code rules, Code Cases, and Code interpretations established by the Committee are not to be considered as approving, recommending, certifying, or endorsing any proprietary or specific design or as limiting in any way the freedom of manufacturers or constructors to choose any method of design or any form of construction that conforms to the Code rules.

As an alternative to the requirements of this Appendix, members of the Committee and its Subcommittees, Subgroups, and Working Groups may introduce requests for Code revisions or additions, Code Cases, and Code interpretations at their respective Committee meetings or may submit such requests to the secretary of a Subcommittee, Subgroup, or Working Group.

Inquiries that do not comply with the provisions of this Appendix or that do not provide sufficient information for the Committee's full understanding may result in the request being returned to the inquirer with no action.

A-200 INQUIRY FORMAT

Submittals to the Committee shall include:

(a) Scope. Specify one of the following:

(1) Revision of present Code rule(s).

(2) New or additional Code rule(s).

(3) Code Case.

(4) Code interpretation.

(b) Background. Provide 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. Preferably, provide a copy of the specific referenced portions of the Code.

(c) Presentations. The inquirer may desire or be asked to attend a meeting of the Committee to make a formal presentation or to answer questions from the Committee members with regard to the inquiry. Attendance at a Committee meeting shall be at the expense of the inquirer. The inquirer's attendance or lack of attendance at a meeting shall not be a basis for acceptance or rejection of the inquiry by the Commitee.

A-300 CODE REVISIONS OR ADDITIONS

Requests for Code revisions or additions shall provide the following:

(a) Proposed Revision(s) or Addition(s). For revisions, identify the rules of the Code that require revision and submit a copy of the appropriate rules as they appear in the Code marked up with the proposed revision. For additions, provide the recommended wording referenced to the existing Code rules.

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(b) Statement of Need. Provide a brief explanation of the need for the revision(s) or addition(s).

(c) Background Information. Provide background information to support the revision(s) or addition(s) including any data or changes in technology that form the basis for the request that will allow the Committee to adequately evaluate the proposed revision(s) or addition(s). Sketches, tables, figures, and graphs should be submitted as appropriate. When applicable, identify any pertinent paragraph in the Code that would be affected by the revision(s) or addition(s) and paragraphs in the Code that reference the paragraphs that are to be revised or added.

A-400 CODE CASES

Requests for Code Cases shall provide a *Statement of Need* and *Background Information* similar to that defined in A-300(b) and A-300(c), respectively, for Code revisions or additions. The proposed Code Case should identify the Code Section and Division and be written as a *Question* and a *Reply* in the same format as existing Code Cases.

A-500 CODE INTERPRETATIONS

Requests for Code interpretations shall provide the following:

(a) Inquiry. Provide a condensed and precise question, omitting superfluous background information, and, when possible, composed in such a way that a "yes" or a "no" *Reply*, possibly with brief provisos, is acceptable. The question should be technically and editorially correct.

(b) Reply. Provide a proposed *Reply* that will clearly and concisely answer the *Inquiry* question. Preferably, the *Reply* should be "yes" or "no" with brief provisos.

(c) Background Information. Provide any background information that will assist the Committee in understanding the proposed *Inquiry* and *Reply*.

A-600 SUBMITTALS

Submittals to and responses from the Committee shall meet the following:

(a) Submittal. Inquiries from Code users shall preferably be submitted in typewritten form; however, legible handwritten inquiries will also be considered. They shall include the name, address, telephone number, and a fax number, if available, of the inquirer and be mailed to the following address:

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

(b) Response. The Secretary of the ASME Boiler and Pressure Vessel Committee or of the appropriate Subcommittee shall acknowledge receipt of each properly prepared inquiry and shall provide a written response to the inquirer upon completion of the requested action by the Code Committee.

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