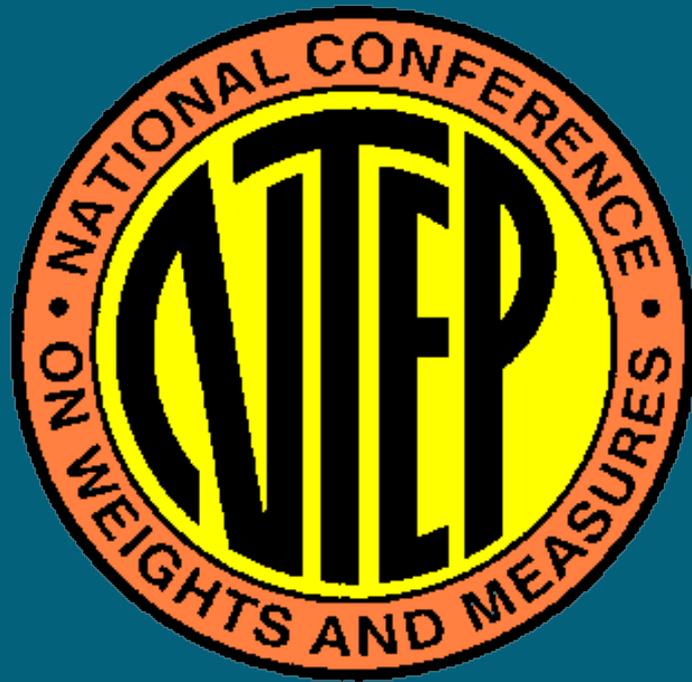




# ARKANSAS BUREAU OF STANDARDS

# Uniform National Type Evaluation Regulation



# NTEP

- ❖ Devices installed in the state prior to July 11, 2002, are not required to be traceable to an NTEP certificate of conformance. The device must meet National Institute of Standards and Technology (NIST) Handbook 44.

# NTEP

- ❖ Devices installed after July 11, 2002, must meet NIST Handbook 44 requirements and be traceable to an **ACTIVE** Certificate of Conformance.

# Rejection Tag

**REMOVES THE DEVICE  
FROM SERVICE...**

**WHEN THE DEVICE IS RESTORED  
TO SERVICE, A PROPERLY  
COMPLETED FORM 1822  
“PLACED IN SERVICE REPORT”  
SHALL BE MAILED TO BUREAU  
WITHIN 24 HOURS.**

Form. No. 5

This device has been  
**REJECTED**

By the Ark. Bureau of Standards

**DO NOT USE THIS DEVICE**

This tag must not be removed except  
as authorized by the Director, Ark..  
Bureau of Standards, 4608 W. 61<sup>st</sup>  
Little Rock, AR 72209.

Inspector \_\_\_\_\_ Date \_\_\_\_\_

Kind \_\_\_\_\_

Serial No. \_\_\_\_\_

Make \_\_\_\_\_

Capacity \_\_\_\_\_

Tag Number

**No. 77704**



OFFICIAL  
ANNUAL  
TEST  
REPORTS

# OFFICIAL ANNUAL TEST REPORTS

- ▶ Incomplete reports.
- ▶ When a report is rejected.
- ▶ Revised 2005 test report.
- ▶ Tips

# Incomplete Reports

- ▶ Number of pumps
- ▶ Mailing address
- ▶ Location address
- ▶ Fuel brand
- ▶ Supplier and supplier's address

## Incomplete Reports (cont'd)

- ▶ Product identity
- ▶ Approved and adjusted
- ▶ Error in cubic inches
- ▶ Gallons tested
- ▶ Total Price

# Number of Pumps

- ❖ The total number of pumps are the total number of **product** dispensing locations.

Example:

A multi-product dispenser (MPD) offers the consumer three products to choose from on each side of the dispenser, the total number of pumps at this dispenser is (6).

If there (4) MPD'S configured with (6) pumps, the total number of pumps at this station is (24).

6 products per dispenser x 4 dispensers = 24 pumps.

# Improper Testing

- Test should be performed as delivered to the consumer.
- Test should be performed in accordance to the prescribed Examination Procedure Outline as written in NIST Handbook 112.
- Do not test in calibration mode; this testing is obvious on reports and will be rejected.
- Service agencies are subject to fines and penalties if repeated offenses occur.

## Mailing & Location Address

- The mailing address may be different than the location address.
- Must include the zip code for both.
- Must include the town or city for both.
- Referring to one address as the “SAME” as the other address is not acceptable. Often times the “SAME” address is left blank, leaving neither address provided.

## Fuel Brand, Supplier & Supplier's Address

- Identify the brand by its common or advertised name.
- Identify the brand as independent if a major marketer is not used.
- Provide the supplier's address mailing address only. Including street, PO Box, city, state, and zip code.

# Product Identity

- ✓ Product identity is the products posted name at the pump.

Examples:

Unleaded, Regular Unleaded, Mid-Grade, Plus, Unleaded Plus, Premium Unleaded, Premium, Super Unleaded, Super

## Product Identity (cont'd)

Identifying terms that are unacceptable.

Examples:

Hy-Test, Low-Test, Blended

87, 89, 92,

Pump #1, Pump #2, Pump #3, etc.

Brand Names

# Adjustments or Calibrations

Regulation for the Voluntary Registration of  
Servicepersons and Service Agencies

Section 7. Privileges and Responsibilities of a Voluntary Registrant

**The Registered Serviceperson or Service Agency is responsible for installing, repairing, and adjusting devices such that the devices are adjusted as closely as practicable to zero error.**

2016 Edition of NIST Handbook 130, page 125

# Adjustments or Calibrations

General Code (applies to all devices)

## **G-UR.4.3. Use of Adjustments.-**

**Whenever equipment is adjusted, the adjustments shall be so made as to bring performance errors as close as practicable to zero value.**

2016 Edition of NIST Handbook 44, page 62

## Approved & Adjusted

- ◆ Every device identified on the report must be left and marked approved on the pump and the report. If not marked approved on the Official Annual Inspection Gas Station Test Report the test for that device is not accepted.
- ◆ Mark the test report in the Approved/Adjust column as approved by recording the number one (1).

## Approved & Adjusted (cont'd)

- ◆ If after the adjustments the device cannot be approved, an Equipment Non-Compliance Report must be attached to the test report. The number (2) will be the only number recorded for that device.

## Error in Cubic Inches (2004 Reports)

- ✓ Record errors in cubic inches. Indicate if error was plus (+) or minus (-).
- ✓ Other than a blended pump, every device should have recorded errors for two test drafts in the two columns under the heading Error (in<sup>3</sup>) + or - .
- ✓ Record error in the first column as found.
- ✓ Record error in the second column as left.

## Error in Cubic Inches (2004 Reports)

- ✓ Blend pumps require one five-gallon test draft from the lowest grade – normal test, highest grade – normal test, test at intermediate blend – special test (slow flow). Indicate error as left on blended pumps.
- ✓ If more than two test drafts are required, only record the two required test draft errors. Do not record errors for test drafts for adjustments or calibrations. AS FOUND and AS LEFT.

# Gallons Tested

- ◆ Indicate the total number of gallons delivered to test the pump in the gallons section.
- ◆ The total number of gallons includes the initial 5 or 10 gallons used for normal and special test, plus the number of gallons delivered for any additional drafts.

# Unit Price

- \* The unit price is the price per gallon in most instances.
- \* Record the unit price in the column between Gallons and Total Price under the heading Unit Price.
- \* The correct method of recording the unit price.

Example: \$1.799

# Total Price

- ✍ Indicate the total price of the gallons delivered during the tests in the last column under the heading Total Price.
- ✍ The total is the total number of gallons delivered during the test multiplied by the unit price or price per gallon.

Example: 10 gallons x \$1.799=\$17.99

# A Report is Rejected

- If the test results indicate possibility the devices were not tested in accordance with the applicable Examination Procedures Outline (EPO).

## A Report is Rejected (cont'd)

- Every device identified as tested on the rejected report must be retested. A new OFFICIAL ANNUAL TEST REPORT must be submitted.
- **DO NOT CORRECT THE REJECTED REPORT AND RESUBMIT IT.**

# REMARKS

- Indicate in the REMARKS section of the report if contains more than one page (e.g. page 1 of 2, page 2 of 2). Attach pages together before mailing.
- Indicate if the pumps are blend pumps in the REMARKS section.

# OFFICIAL ANNUAL TEST REPORTS

## Tim's Tips

- Information must be complete. (Fill in the blanks).
- Must be legible. If it can't be read, it won't be accepted.
- Test reports should be reviewed prior to submission to the Bureau.

**FORM 1822**

**Placed In Service Report**

# When To Complete 1822?

- When a device is restored to service after official rejected (red rejection tag) by Bureau of Standards.
- When a device is newly installed at a location in the state.

# Form SA-1M

## ***EQUIPMENT NON-COMPLIANCE REPORT FOR REGISTERED METER SERVICE COMPANIES***

Anytime a device does not meet all applicable requirements in accordance with NIST Handbook 44 and is not made to be correct upon inspection.

## When To Complete SA-1M?

- ✓ Anytime a device does not meet all applicable requirements in accordance with NIST Handbook 44 and is not made to be correct upon inspection.

# Considerations of SA-1M

- Owner should be given the opportunity to correct a non-compliant device.
- Owner should be advised of the consequences of the Non-Compliance Report.
- Agency does not have choice to file the Non-Compliance Report.

# *Summary*

- ❖ **NTEP**
- ❖ **REJECTION TAGS**
- ❖ **OFFICIAL ANNUAL TEST REPORT**
- ❖ **PLACED IN SERVICE REPORT**
- ❖ **NON-COMPLIANCE REPORT**