

**WAC 296-304-15003 Recordkeeping and related procedures concerning records in custody of accredited persons.** (1) An accredited person must maintain records of all work performed under WAC 296-304-160 through 296-304-16025 and 296-304-170 through 296-304-17023.

(2) An accredited person must maintain a continuous record of the status of the certification of each vessel issued a register by such person.

(3) The records required in (1) and (2) of this section must be available for examination by the director.

(4) When annual or quadrennial tests, inspections, examinations, or heat treatments are performed by an accredited person, other than the person who originally issued the vessel's register, such accredited person must furnish copies of any certificates issued and information as to register entries to the person originally issuing the register.

(5) An accredited person must inform the nearest local office of the department of labor and industries whenever a vessel is initially certificated under these regulations and a register in the prescribed form has been issued.

(6) A copy of each certificate relating to unit tests or thorough examinations, except those issued by the manufacturer and those issued by accredited persons outside of the United States, must be sent to the nearest local office of the department of labor and industries within 10 days after issuance. Such records must form a part of the department of labor and industries file on the accredited person.

(7) An accredited person must promptly notify the nearest local office of the department of labor and industries with respect to any changes in technical personnel, in fee schedules in geographical areas in which operations are conducted, or other pertinent substantial changes in its organization or operations.

[Statutory Authority: RCW 49.17.010, 49.17.040, 49.17.050, and 49.17.060. WSR 17-18-075, § 296-304-15003, filed 9/5/17, effective 10/6/17; Order 74-25, § 296-304-15003, filed 5/7/74.]