

Registration Requirements—U.S. DOT

Description:

Persons who perform cargo tank inspections, certify specification cargo tank designs, manufacture, assemble or repair cargo tank motor vehicles, offer or transport hazardous materials, must register with the U.S. Department of Transportation and be issued an identification number prior to performing those tasks and operations.

Regulatory Reference

- 49 CFR Part 107, Subpart F Registration of Cargo Tank and Cargo Tank Motor Vehicle Manufacturers and Repairers and Cargo Tank Motor Vehicle Assemblers
- 49 CFR § 107.501 Scope
- 49 CFR § 107.502 General registration requirements
- 49 CFR § 107.503 Registration statement
- 49 CFR § 107.504 Period of registration, updates, and record retention
- 49 CFR Part 107, Subpart G Registration of Persons Who Offer or Transport Hazardous Materials

Applies to:

The regulations apply to persons who perform cargo tank inspections, certify specification cargo tank designs, manufacture, assemble or repair cargo tank motor vehicles, offer or transport hazardous materials.

General Requirements:

Part 107, subpart F establishes a registration procedure for persons who are engaged in the manufacture, assembly, inspection and testing, certification, or repair of a cargo tank or a cargo tank motor vehicle manufactured in accordance with a DOT specification. Persons engaged in continuing qualification and maintenance of cargo tanks and cargo tank motor vehicles must be familiar with the requirements set forth in part 180, subpart E, according to 49 CFR § 107.501.

- (1) 49 CFR § 107.502 lists the following registration requirements:
 - (a) Definitions: For purposes of this subpart-
 - (1) Assembly means the assembly of one or more tanks or cargo tanks to a motor vehicle or to a motor vehicle suspension component and involves no welding on the cargo tank wall.
 - (2) The terms Authorized Inspector, Cargo tank, Cargo tank motor vehicle, Design Certifying Engineer, Registered Inspector, and Person are defined in §171.8 of this chapter.
 - (3) The terms cargo tank wall and manufacturer are defined in §178.320(a), and repair is defined in §180.403 of this chapter.

- (b) No person may engage in the manufacture, assembly, certification, inspection or repair of a cargo tank or cargo tank motor vehicle manufactured under the terms of a DOT specification under subchapter C of this chapter or an exemption issued under this part unless the person is registered with the Department in accordance with the provisions of this subpart. A person employed as an inspector or design certifying engineer is considered to be registered if the person's employer is registered.
 - (c) A person who performs functions which are subject to the provisions of this subpart may perform only those functions which have been identified to the Department in accordance with the procedures of this subpart.
 - (d) Registration statements must be in English, contain all of the information required by this subpart, and be submitted to: Approvals Branch, Associate Administrator for Hazardous Materials Safety, Attn: DHM-32, Research and Special Programs Administration, Department of Transportation, Washington, DC 20590-0001.
 - (e) Upon determination that a registration statement contains all the information required by this subpart, the Department will send the registrant a letter confirming receipt of the registration application and assigning a registration number to that person. A separate registration number will be assigned for each cargo tank manufacturing, assembly, repair facility or other place of business identified by the registrant.
- (2) 49 CFR § 107.503 gives the requirements for registration statements, as follows:
- (a) Each registration statement must be in English and contain the following information:
 - (1) Name;
 - (2) Street address, mailing address and telephone number for each facility or place of business;
 - (3) A statement signed by the person responsible for compliance with the applicable requirements of this chapter, certifying knowledge of those requirements and that each employee who is a Registered Inspector or Design Certifying Engineer meets the minimum qualification requirements set forth in §171.8 of this chapter for "Registered Inspector" or "Design Certifying Engineer". The following language may be used.

I certify that all Registered Inspectors and Design Certifying Engineers used in performance of the prescribed functions meet the minimum qualification requirements set forth in 49 CFR 171.8, that I am the person responsible for ensuring compliance with the applicable requirements of this chapter, and that I have knowledge of the requirements applicable to the functions to be performed.
 - (4) A description of the specific functions to be performed on cargo tanks or cargo tank motor vehicles, e.g.:
 - (i) Manufacture,
 - (ii) Assembly,

- (iii) Inspection and testing (specify type, e.g., external or internal visual inspection, lining inspection, hydrostatic pressure test, leakage test, thickness test),
 - (iv) Certification,
 - (v) Repair, or
 - (vi) Equipment manufacture;
 - (5) An identification of the types of DOT specification and exemption cargo tanks or cargo tank motor vehicles which the registrant intends to manufacture, assemble, repair, inspect, test or certify;
 - (6) A statement indicating whether the registrant employs Registered Inspectors or Design Certifying Engineers to conduct certification, inspection or testing functions addressed by this subpart. If the registrant engages a person who is not an employee of the registrant to perform these functions, provide the name, address and registration number of that person; and
 - (7) If the registrant is not a resident of the United States, the name and address of a permanent resident of the United States designated in accordance with §107.7 to serve as agent for service of process.
- (b) In addition to the information required under paragraph (a) of this section, each person who manufactures a cargo tank or cargo tank motor vehicle must submit a copy of the manufacturer's current ASME Certificate of Authorization for the use of the ASME "U" stamp.
 - (c) In addition to the information required under paragraph (a) of this section, each person who repairs a cargo tank or cargo tank motor vehicle must submit a copy of the repair facility's current National Board Certificate of Authorization for the use of the "R" stamp or ASME Certificate of Authorization for the use of the ASME "U" stamp. Any person who repairs MC-series cargo tanks which are not certified to the ASME Code must submit a copy of the National Board or ASME Certificate of Authorization to RSPA before June 30, 1992.
- (3) Updating registration and record keeping requirements are found in 49 CFR § 107.504, as shown here:
 - (a) Registration will be for a maximum of six years from the date of the original registration.
 - (b) Any correspondence with the Department must contain the registrant's name and registration number.
 - (c) A registration must be renewed every six years or within thirty days of reissuance of an ASME or National Board Certification, whichever occurs first, by submitting an up-to-date registration statement containing the information prescribed by §107.503. Any person initially registered under the provisions of §107.502 and who is in good standing is eligible for renewal.
 - (d) A registrant shall provide written notification to the Department within thirty days of any of the following occurrences:
 - (1) Any change in the registration information submitted under §107.503;

- (2) Replacement of the person responsible for compliance with the requirements in §107.503(a)(3). If this occurs, the registrant shall resubmit the required certification;
 - (3) Loss of ASME or National Board Certificate of Authorization; or
 - (4) A change in function; such as, from assembly to manufacture, an addition of a function, or a change to the types of inspections, tests or certifications of cargo tanks or cargo tank motor vehicles.
- (e) Each registrant shall maintain a current copy of the registration information submitted to the Department and a current copy of the registration number identification received from the Department at the location identified in §107.503(a)(2) during such time the person is registered with the Department and for two years thereafter.
- (f) The issuance of a registration number under this subpart is not an approval or endorsement by the Department of the qualifications of any person to perform the specified functions.
- (4) Persons who offer hazardous materials for transportation or transport hazardous materials must register as required in 49 CFR Part 107, Subpart G. See **Compliance Guide No. DOT 23** in this reference guide for further information.

Training Requirements:

There are no specified training requirements related to registration, however, the activities performed by the persons who must register under subpart F of Part 107 may require documented hazmat employee training, and refresher training.

Maintenance and Review

Periodic review of registration documentation should be scheduled and completed. The annual and 6-year registrations update requirement should be placed on the annual compliance calendar or schedule to ensure that registrations do not lapse. If new employees become qualified to perform cargo tank inspections or tests, the list filed with RSPA should be updated prior to allowing the newly qualified employee to perform those functions. Individual hazmat employee training record should be verified for each employee performing a task that requires U.S. DOT registration.

Additional Information and Resources

Further information may be available on the Research and Special Programs Administration Internet website at www.rspa.dot.gov.