

# Alabama Department of Labor Administrative Rules Inventory

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# Phase I: Administrative Rule Inventory for Department of Labor

Due date: September 15, 2023 | Inventory current as of August 4, 2023

Rule Citation	Short Description	Regulatory Text	Statutory Authority	# of Discretionary Regulatory Restrictions
<b>General Administration – Executive Division</b>				
480-1-1-.01	Merger of Labor and Industrial Relations	By this rule, it is the specific intent that wherever the name “Alabama Department of Industrial Relations” appears in these administrative rules, it <b>shall</b> thereafter be substituted with the name “Alabama Department of Labor”.	<u>Code of Ala. 1975, § 25-2-8.</u>	0 – Explanation: no restriction on citizen or business ability to access benefit/services therefore not a regulatory restriction
480-1-1-.01	DIR and ADOL Merger	It is furthermore the specific intent that wherever the title “Director” appears in these administrative rules, it <b>shall</b> thereafter be substituted with the title “Commissioner”.	<u>Code of Ala. 1975, §25-2-8</u>	0 – Explanation: no restriction on citizen or business ability to access benefit/services therefore not a regulatory restriction
480-1-1-.03	Publications Adopted by Reference	<b>Description:</b> Transmits ETA policy to prime sponsors and SESAs regarding major clarifications and interpretations of program initiatives, broad operating policies, and program standards which <b>must</b> be applied uniformly.	<u>Code of Ala. 1975, § 25-2-8, § 41-22-9.</u>	0 – Explanation: no restriction on citizen or business ability to access benefit/services therefore not a regulatory restriction
480-1-1-.03	Publications Adopted by Reference	(4) Copies may be obtained at the cost in affect at the time of copying.  (a) The cost of copying <b>shall</b> be determined on the basis of cost per page.	<u>Code of Ala. 1975, § 25-2-8, § 41-22-9.</u>	0 – Explanation: not a restriction on citizen or business ability to access benefit/service and is not directly <b>required</b> by law
480-1-1-.03	Publications Adopted by Reference	(b) The cost per page and the total cost <b>shall</b> be quoted prior to copies being made.	<u>Code of Ala. 1975, § 25-2-8, § 41-22-9.</u>	0 – Explanation: not a restriction on citizen or business ability to access benefit/service and is not directly <b>required</b> by law
480-1-1-.03	Publications Adopted by Reference	(c) Full payment <b>shall</b> be tendered before copies are made.	<u>Code of Ala. 1975, § 25-2-8, § 41-22-9.</u>	1 – Explanation: a restriction on citizen or business ability to access benefit/service and

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				is not directly <b>required</b> by law
480-1-1-.03	Publications Adopted by Reference	1. Payment <b>shall</b> be made in cash or by cashier's check.	<u>Code of Ala. 1975, § 25-2-8, § 41-22-9.</u>	1 – Explanation: a restriction on citizen or business ability to access benefit/service but is not directly <b>required</b> by law
480-1-1-.04	Information Requests By State And Federal Agencies	The Director may <b>require</b> that a request for information under § 25-4-118(e) be made by written application to the Director.	<u>Code of Ala. 1975, § 25-2-8.</u>	0 – Explanation: no restriction on citizen or business ability to access benefit/services therefore not a regulatory restriction
480-1-1-.04	Information Requests By State And Federal Agencies	In that application <b>must</b> be signed by the respective agency official or his authorized representative giving sufficient information to locate the records, stating as nearly as possible the nature of the information requested, and the reason for the request.	<u>Code of Ala. 1975, § 25-2-8.</u>	0 – Explanation: restriction on citizen or business ability to access benefit/services and is <b>required</b> by §25-4-116 therefore not discretionary
480-1-1-.04	Information Requests By State And Federal Agencies	Information thus obtained <b>shall</b> be held confidential by the requesting party and its use is subject to the restrictions and criminal sanctions for misuse set out under <u>Code of Ala. 1975, § 25-4-116</u> and <u>§ 25-4-118.</u>	<u>Code of Ala. 1975, § 25-2-8.</u>	0 – Explanation: restriction on citizen or business ability to access benefit/services and is <b>required</b> by §25-4-116 therefore not discretionary
480-1-1-.05	Appointment Of Hearing Officer	The Director <b>shall</b> have the authority to appoint any officer of the Department or other individual as hearing officer to hear and decide any contested case involving the Department, where provided by law or statute, and in which the legal rights, duties or privileges of a party are <b>required</b> by law to be determined by the Department after an opportunity for a hearing.	<u>Code of Ala. 1975, § 25-2-8.</u>	1 – Explanation: a restriction on citizen or business ability to access benefit/service but is not directly <b>required</b> by law
480-1-1-.05	Appointment Of Hearing Officer	The authority of the Director to appoint a hearing officer <b>shall</b> also extend to all other administrative hearings or reviews where such authority is vested in him by law or statute.	<u>Code of Ala. 1975, § 25-2-8.</u>	0 – Explanation: not a restriction on citizen or business ability to access benefit/services therefore not a regulatory restriction
480-1-1-.05	Appointment Of Hearing Officer	(a) When the Director deems it necessary, appropriate or desirable, he <b>shall</b> remove from the general course and method of operation any such case and appoint a hearing officer.	<u>Code of Ala. 1975, § 25-2-8.</u>	0 – Explanation: not a restriction on citizen or business ability to access

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480-1-1-.05	Appointment Of Hearing Officer	1. A hearing officer <b>shall</b> be defined as: any officer of the Department of Industrial Relations or any other individual appointed by the Director.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.05	Appointment Of Hearing Officer	a. As used in any statute, rule or policy relating to the Department of Industrial Relations, the terms “appeals tribunal,” “hearing officer,” “appeals referee” and “referee” <b>shall</b> be construed as interchangeable, unless clearly indicated to the contrary.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.05	Appointment Of Hearing Officer	(2) The proceedings on any contested case, as defined at <a href="#">Code of Ala. 1975, § 41-22-3(3)</a> , <b>shall</b> be presented and heard before a hearing officer in the manner prescribed in these rules.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0 – <b>required</b> by Code of Ala. 1975, § 41-22-3(3).
480-1-1-.05	Appointment Of Hearing Officer	(a) The proceedings on any other administrative hearing or review, unless otherwise provided by statute, rule or policy, <b>shall</b> be presented and heard before a hearing officer in an informal manner to be determined by the hearing officer.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-1-.07	<b>Records Retention</b>	(1) All records of the Department <b>shall</b> be retained pursuant to the schedule approved by the State Records Commission which is adopted by reference in <a href="#">Rule 480-1-1-.03</a> .	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.07	<b>Records Retention</b>	(a) Records <b>shall</b> be retained for a longer period of time if so provided by other applicable law or court order.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.07	<b>Records Retention</b>	(2) The Director of Industrial Relations <b>shall</b> prescribe the manner, form and location of retention.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.08	<b>Organization</b>	(c) Statute provides that the Director <b>shall</b> appoint under the Merit System Laws a full-time, salaried director of unemployment compensation and a full-time, salaried director of employment service.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.08	<b>Organization</b>	The department provides such clerical support, etc. as is <b>required</b> by the Council.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.08	<b>Organization</b>	(a) Each of these divisions administers one or more programs, or portions thereof, as may be <b>required</b> by statute or rule or as the Director of Industrial Relations may from time to time determine appropriate for carrying out the department's responsibilities in an effective and efficient manner.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.08	<b>Organization</b>	Statute <b>requires</b> that the Director of Industrial Relations, acting as Chief of the Employment Security Division, coordinate employment service and unemployment compensation activities since these are interrelated programs.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.09	General Course and Method of Operations	(9) Federal Approval of Laws, Policies and Procedures Administered by the Department of Industrial Relations. The Secretary of Labor, U. S. Department of Labor, <b>must</b> certify and approve state laws, policies, and procedures as described	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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		and set out in <a href="#">U. S. Code Annotated, Title 26, Section 3304</a> and 20 CFR, § 658, § 702 and § 703.		
480-1-1-.10	Review of Internal Memo for AAPA	(1) The Administrative Procedure Act provides in substance that each agency regulation standard or statement of general applicability that implements, interprets, or prescribes law or policy or affects the rights of the public is absolutely void unless same is implemented as a formal rule and adopted as <b>required</b> under the provisions of the Alabama Administrative Procedure Act, <a href="#">Code of Ala. 1975, § 41-23-3(9)</a> .	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.10	Review of Internal Memo for AAPA	(2) All internal numbered series memoranda, e.g. DIR Memoranda, UC Memoranda, ES Memoranda, and WC Memoranda, or other directives and informal memoranda that could possibly effect the rights of the public <b>must</b> be reviewed and preapproved by the General Counsel and the Administrative Procedure Secretary.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.10	Review of Internal Memo for AAPA	(b) If it conforms to the definition of a Rule under the Alabama Administrative Procedure Act, the rule making process <b>shall</b> be initiated.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.11	<b>Electronic Filing Of New Hire Data</b>	(1) <a href="#">Code of Ala. 1975, §25-11-5</a> as amended, <b>requires</b> employers to report certain New Hire data in a method approved by the director. This section allows for the reporting by employers to be done electronically.	<a href="#">Code of Ala. 1975, §25-11-16.</a>	0 – <b>required</b> by §25-11-5
480-1-1-.11	<b>Electronic Filing Of New Hire Data</b>	(2) On the effective date of this rule, employers with five (5) or more employees are <b>required</b> to electronically register and file New Hire data via the internet or some other means as approved by the director or federal law, unless a waiver is granted by the director or his designee.	<a href="#">Code of Ala. 1975, §25-11-16.</a>	0 – <b>required</b> by §25-11-5
480-1-1-.11	<b>Electronic Filing Of New Hire Data</b>	(3) A waiver request <b>must</b> be submitted in writing and include the business name and address, state unemployment account number, Federal Identification Number and state the reason (s) why a method other than the prescribed method is necessary.	<a href="#">Code of Ala. 1975, §25-11-16.</a>	5
480-1-1-.11	<b>Electronic Filing Of New Hire Data</b>	(4) All third-party submission of New Hire data <b>must</b> be reported electronically.	<a href="#">Code of Ala. 1975, §25-11-16.</a>	1
480-1-1-.11	<b>Electronic Filing Of New Hire Data</b>	(5) The New Hire report <b>shall</b> include the name, address, Social Security number, and date of hire of each newly hired, recalled, or rehired individual and the name, address, and state and federal identification numbers of the employer.	<a href="#">Code of Ala. 1975, §25-11-16.</a>	0 - <b>required</b> by §25-11-5
480-1-1-.11	<b>Electronic Filing Of New Hire Data</b>	The date of hire <b>must</b> be the date services for remuneration were first performed by the newly hired employee.	<a href="#">Code of Ala. 1975, §25-11-16.</a>	0 - <b>required</b> by §25-11-5
480-1-1-.11	<b>Electronic Filing Of New Hire Data</b>	(6) If a waiver from the electronic reporting is granted, an employer <b>shall</b> report to the department within seven days of hiring, each new hire, recall, or retire.	<a href="#">Code of Ala. 1975, §25-11-16.</a>	1

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480-1-2-.01	Adoption, Amendment or Repealer of Rules	(1) Any interested person may petition the Department of Labor requesting the adoption, amendment or repeal of a rule. "Department" as referred to in these rules <b>shall</b> include all of the Divisions of the Department of Labor, the Board of Examiners and the Board of Appeals.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.01	Adoption, Amendment or Repealer of Rules	(2) A petition <b>shall</b> adhere to the form described below.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.01	Adoption, Amendment or Repealer of Rules	Petitions not in substantial compliance with the prescribed form <b>shall</b> be returned to the petitioner for correction.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.01	Adoption, Amendment or Repealer of Rules	(a) The 60-day time limit described in <a href="#">Code of Ala. 1975, § 41-22-8</a> <b>shall</b> start with the receipt of the petition, in proper form, by the Department.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.01	Adoption, Amendment or Repealer of Rules	(b) The petition <b>shall</b> be on white paper, 8 1/2" x 11" in size with no reverse side entries.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.01	Adoption, Amendment or Repealer of Rules	The original and three legible copies <b>shall</b> be filed with the Department.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.01	Adoption, Amendment or Repealer of Rules	(c) The petition <b>shall</b> be delivered by personal service or First-Class Mail to the Alabama Department of Labor, ATTN: Administrative Procedure Secretary, Room 1801, 649 Monroe Street, Montgomery, Alabama 36131.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.01	Adoption, Amendment or Repealer of Rules	(d) The petition <b>shall</b> be set out in numbered paragraphs as follows: 1. Petitioner's name 2. The full address of the petitioner 3. The petitioner's telephone number 4. Action requested (adoption of the proposed rule, amendment of a rule, or repeal of a rule) 5. (In the case of a petition for adoption) A concise statement of the proposed rule in rule form (In the case of a petition for amendment or repeal) A statement of the rule affected 6. A statement of the reasons for the above action	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	6
480-1-2-.01	Adoption, Amendment or Repealer of Rules	(3) A general statement concerning rules <b>shall not</b> be accepted as a petition for adoption, amendment or repeal of a rule.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.01	Adoption, Amendment or Repealer of Rules	(4) More than one petition may be submitted at any given time, but each <b>must</b> conform to the above <b>requirements</b> . No more than one request for either the adoption, amendment or repeal of a single rule <b>shall</b> be contained in each petition.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1

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480-1-2-.01	Adoption, Amendment or Repealer of Rules	(5) The Department, upon receipt of a petition, <b>shall</b> take the following action:	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.01	Adoption, Amendment or Repealer of Rules	1. Receipt of petition <b>shall</b> be recorded;	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.01	Adoption, Amendment or Repealer of Rules	2. Petitions not in reasonable compliance with this rule <b>shall</b> be promptly returned to the petitioner with modifications or additional information <b>required</b> to make the petition comply with this rule indicated;	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.01	Adoption, Amendment or Repealer of Rules	3. Receipt of petition <b>shall</b> be acknowledged to the petitioner; and	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.01	Adoption, Amendment or Repealer of Rules	4. The disposition of petitions for rule making <b>shall</b> be determined by the Department.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.01	Adoption, Amendment or Repealer of Rules	(7) Within 60 days after submission of a petition, the Department either <b>shall</b> deny the petition in writing on the merits, stating the reasons for the denial, or initiate rule making proceedings in accordance with <a href="#">Code of Ala. 1975, § 41-22-5.</a>	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	(1)(c) Nothing herein <b>shall</b> prevent any individual from seeking informal advice on any pertinent subject from the Department.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	(3) A petition for a declaratory ruling <b>shall</b> adhere to the form described below.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.02	Petition for Declaratory Ruling	Petitions not in substantial compliance with the prescribed form <b>shall</b> be returned to the petitioner for correction.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	(a) The 45 day time limit described in <a href="#">Code of Ala. 1975, § 41-22-11(b)</a> , <b>shall</b> start with the receipt of the petition, in proper form, by the Department.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	(b) Petition <b>shall</b> be on white paper, 8 1/2" x 11" in size with no reverse side entries.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.02	Petition for Declaratory Ruling	The original and three legible copies <b>shall</b> be filed with the Department.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.02	Petition for Declaratory Ruling	(c) The petition <b>shall</b> be delivered by personal service or First Class Mail to the Alabama Department of Labor, ATTN: Administrative Procedure Secretary, Room 1801, 649 Monroe Street, Montgomery, Alabama 36131.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.02	Petition for Declaratory Ruling	(d) The body petition <b>shall</b> be set out in numbered paragraphs as follows: 1. Petitioner's name: 2. Petitioner's full address: 3. All rules or statutes that may be involved in the petition, if known: 4. Clear and concise statement of the precise factual situation involved: 5. The exact question to which an answer is desired:	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	9

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		6. The reasons for submitting the petition: 7. Full disclosure of the petitioner's interest: 8. Statement as to whether the petitioner's case is presently under consideration by the Department or in any pending proceeding: 9. Subscription and verification by the petitioner before a notary public:		
480-1-2-.02	Petition for Declaratory Ruling	(4) Upon receipt of a petition for a declaratory ruling the Administrative Procedure Secretary <b>shall</b> enter the date of receipt of the petition and the docket number and notify the petitioner of receipt of petition, the date and the docket number.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	5. If the Department deems it necessary, the petitioner may be requested to submit a written brief concerning the petition. (a) If a hearing is conducted a transcript <b>shall</b> be given to the applicable office which will then forward its recommendations or a recommended ruling.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	The Department <b>shall</b> , upon due consideration of the evidence and recommendations and within 45 days of the request for such ruling: 1. Issue a binding declaratory ruling; or 2. Notify the petitioner that no declaratory ruling will be issued and the reasons therefor.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	(b) If no hearing is conducted, the Department <b>shall</b> , after receiving the recommendation of the applicable office and within 45 days from the receipt of the petition: 1. Issue a binding declaratory ruling; or 2. Notify the petitioner that no ruling will be issued.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	(6) All declaratory rulings <b>shall</b> be issued by the Department.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	A declaratory ruling <b>shall</b> have the same status as an order rendered in a contested case and shall be final for purposes of appeal and judicial review.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	A declaratory ruling shall have the same status as an order rendered in a contested case and <b>shall</b> be final for purposes of appeal and judicial review.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	Failure to issue a declaratory ruling within 45 days of the request of such ruling <b>shall</b> constitute a denial of the request and shall be subject to judicial review.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	Failure to issue a declaratory ruling within 45 days of the request of such ruling shall constitute a denial of the request and <b>shall</b> be subject to judicial review.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.02	Petition for Declaratory Ruling	(7) A declaratory ruling <b>shall not</b> be issued: 1. On a petition which seeks the immediate payment or non-payment of benefits under the Alabama Unemployment Compensation Law;	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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		2. If petitioned for by a person not a party to the contested case if the matter is involved in a contested case.		
480-1-2-.03	Making Submissions or Requests	(a) Contact may be made by telephone, in person or by First Class Mail. 1. Contact by telephone <b>shall</b> be made between the hours of 9:00 a.m. and 3:00 p.m. on scheduled work days. 2. Contact in person <b>shall</b> be made between the hours of 9:00 a.m. and 3:00 p.m. on scheduled work days, by appointment.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	2
480-1-2-.04	Public Access to Rules, Orders, Etc.	(1) The Alabama Department of Labor Administrative Code, containing all rules adopted by the Department, and all other written statements of policy or interpretations formulated, adopted or used by the Department in the discharge of its functions, <b>shall</b> be available for public inspection and copying, at cost.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.04	Public Access to Rules, Orders, Etc.	(2) All final orders, decisions, and opinions which are issued after October 1, 1982, except those expressly made confidential or privileged by statute or order of court, and an index thereto by name and subject, <b>shall</b> be available for public inspection and copying, at cost.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.04	Public Access to Rules, Orders, Etc.	(3) The rules, orders, etc. referred to in section (1) and (2) of this rule <b>shall</b> be available for inspection and copying between the hours of 9:00 a.m. and 3:00 p.m. on scheduled work days, by appointment.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.04	Public Access to Rules, Orders, Etc.	(b) Inspection and copying <b>shall</b> be available at the Alabama Department of Labor, Room 1801, 649 Monroe Street, Montgomery, Alabama 36131.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.04	Public Access to Rules, Orders, Etc.	(4) Copies of rules, orders, etc. may be obtained at the current cost in effect at the time of copying including all costs as set out under the provisions of Rule 480-1-2-.06. (a) The cost per page <b>shall</b> be quoted and the total of all applicable costs <b>shall</b> be estimated prior to copies being made upon request.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.04	Public Access to Rules, Orders, Etc.	(b) Financial arrangements <b>shall</b> be made in advance.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	1
480-1-2-.06	Copies of Records	(1) Copies of departmental records and information from departmental files <b>shall</b> be provided to a party requesting same at cost provided that such party has a legal right to the records or information.		0
480-1-2-.06	Copies of Records	(2) The cost <b>shall</b> include all expenses related to the providing of such copies or information, including but not limited to, the cost of records identification and research, labor, expendable supplies, legal review, postage, and computer time.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.06	Copies of Records	(a) An estimated cost <b>shall</b> be quoted, upon request, prior to any action being taken.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.06	Copies of Records	(b) Financial arrangements, which may include a formal written agreement or contract, <b>shall</b> be made in advance.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	1 - requires citizen to make financial arrangement

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480-1-2-.06	Copies of Records	(c) Failure on the part of a requestor to act according to (2)(a) and (2)(b) above, <b>shall</b> be interpreted as full knowledge of, and commitment to pay, all costs associated with the request.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.07	Notification Of Adoption Of An Emergency Rule	In the event that the Department finds it necessary to adopt an emergency rule under the provisions of Code of Ala. 1975, §41-22-5(b), the Department <b>shall</b> , prior to indexing and publication, make reasonable efforts to apprise the persons who may be affected by such emergency rule as <b>required</b> at Code of Ala. 1975, §41-22-6(c)(2)b.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.07	Notification Of Adoption Of An Emergency Rule	(a) "Reasonable efforts" as used above, <b>shall</b> consist of the expeditious mailing of a copy of the emergency rule to those persons who have complied with the provisions of rule number 480-1-2-.05	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.08	Subscription To The ADOL Administrative Code	(1) A subscription to the Alabama Department of Industrial Relations Administrative Code <b>shall</b> be made available to those persons making written requests beginning in November of 1983 and each November thereafter.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.08	Subscription To The ADOL Administrative Code	A subscription notification mailing list <b>shall</b> be established for this purpose.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.08	Subscription To The ADOL Administrative Code	(a) A request to be added to the subscription notification mailing list <b>shall</b> be mailed to the Alabama Department of Industrial Relations, ATTN: Administrative Procedure Secretary, Room 543, Industrial Relations Building, 649 Monroe Street, Montgomery, Alabama 36130.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	1
480-1-2-.08	Subscription To The ADOL Administrative Code	(b) Requests <b>shall</b> be in letter form	<a href="#">Code of Ala. 1975, § 25-2-8</a>	1
480-1-2-.08	Subscription To The ADOL Administrative Code	and <b>shall</b> be set out in numbered paragraphs as follows: 1. Subject: Request to be added to the subscription notification mailing list. 2. For: The Alabama Department of Industrial Relations Administrative Code. 3. Date of Request: 4. Name of Requester: 5. Business Name or Affiliation:	<a href="#">Code of Ala. 1975, § 25-2-8</a>	5
480-1-2-.08	Subscription To The ADOL Administrative Code	6. Complete Mailing Address to which notice <b>shall</b> be sent: 7. Requestor's Telephone Number:	<a href="#">Code of Ala. 1975, § 25-2-8</a>	2
480-1-2-.08	Subscription To The ADOL Administrative Code	(2) In November of each year notice <b>shall</b> be sent to those persons appearing on the mailing list of the availability and cost of: 1. A complete copy of the Alabama Department of Industrial Relations Administrative Code as of the end of the previous fiscal year, and	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0

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480-1-2-.08	Subscription To The ADOL Administrative Code	2. Only those changes to the Alabama Department of Industrial Relations Administrative Code which occurred during the previous fiscal year. (a) An order blank <b>shall</b> be provided.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.08	Subscription To The ADOL Administrative Code	(b) Failure to order <b>shall</b> result in removal from the mailing list unless a new request is received.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	1
480-1-2-.08	Subscription To The ADOL Administrative Code	(3) All costs <b>shall</b> be determined on a cost per page basis to be established prior to the mailing of notices.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.08	Subscription To The ADOL Administrative Code	(a) Full payment <b>shall</b> accompany the order blank.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	1
480-1-2-.08	Subscription To The ADOL Administrative Code	(b) Payment <b>shall</b> be made by cashier's check only.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	1
480-1-2-.08	Subscription To The ADOL Administrative Code	(4) Requestors <b>shall</b> be responsible for notifying the Department of any change of name or mailing address.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	1
480-1-2-.08	Subscription To The ADOL Administrative Code	(a) Notification <b>shall</b> be in letter form and set out in numbered paragraphs as follows: 1. Subject: Change of Name or Address. 2. Mailing List: The Alabama Department of Industrial Relations Administrative Code Subscription Notification list: Labor Chapter 480-1-2 Supp. 9/30/19 1-2-11 3. Date of Change: 4. Previous Listing: (name, business name or affiliation, complete mailing address, and telephone number): 5. New Listing: (name, business name or affiliation, complete mailing address, and telephone number):	<a href="#">Code of Ala. 1975, § 25-2-8</a>	5
480-1-2-.08	Subscription To The ADOL Administrative Code	(b) Notification <b>shall</b> be mailed to the address in Section (1)(a) above.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	1
480-1-2-.09	Rules Omitted From The ADOL Administrative Code	A compilation of and index to all rules omitted from the Alabama Department of Industrial Relations Administrative Code <b>shall</b> be published at least annually in the Alabama Administrative Monthly.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.10	Delivery Of Notice Of Hearing In Contested Cases	(1) The notice of hearing in contested cases, not elsewhere provided for by rule or statute, <b>shall</b> be delivered to all parties to the proceeding at their last known address or place of business.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.10	Delivery Of Notice Of Hearing In Contested Cases	(a) Delivery of the notice <b>shall</b> be by First Class Mail and	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.10	Delivery Of Notice Of Hearing In Contested Cases	<b>shall</b> be effective upon the deposit of the notice in the U.S. Mail, postage prepaid.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0

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480-1-2-.10	Delivery Of Notice Of Hearing In Contested Cases	1. The Department <b>shall</b> make a record of the deposit of the notice in the U.S. Mail according to established procedures in the regular course of business.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.10	Delivery Of Notice Of Hearing In Contested Cases	a. Such record <b>shall</b> constitute prima facie evidence of delivery.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.10	Delivery Of Notice Of Hearing In Contested Cases	(2) Posting of the notice as specified above <b>shall</b> constitute the commencement of the contested case proceeding.	<a href="#">Code of Ala. 1975, § 25-2-8</a>	0
480-1-2-.11	Transcription Of Oral Proceedings	6(a) The hourly rate and an estimated cost <b>shall</b> be quoted before the transcription is made.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-2-.11	Transcription Of Oral Proceedings	6(b) The requesting party <b>shall be required</b> to post a deposit equal to the estimated cost but	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.11	Transcription Of Oral Proceedings	<b>shall</b> be liable for the full amount as determined by the hourly rate.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.11	Transcription Of Oral Proceedings	6(b) 2. Any refund due the requesting party <b>shall</b> be by check issued by the Department and mailed to the requesting party in the regular course of business.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0 – Explanation: not a restriction on citizen or business
480-1-2-.11	Transcription Of Oral Proceedings	7(b) The cost of copying <b>shall</b> be determined on the basis of cost per page.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0 – Explanation: not a restriction on citizen or business
480-1-2-.11	Transcription Of Oral Proceedings	7(c) The cost per page and the total cost <b>shall</b> be quoted prior to the copies being made.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0 – Explanation: not a restriction on citizen or business
480-1-2-.11	Transcription Of Oral Proceedings	7(d) Full payment <b>shall</b> be tendered before copies are made.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1 – Explanation: restriction on citizen or business ability to access benefit/services but not <b>required</b> by law.
480-1-2-.11	Transcription Of Oral Proceedings	7(d)1. Payment <b>shall</b> be made in cash or by cashier's check.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1 – Explanation: restriction on citizen or business ability to access benefit/services but not <b>required</b> by law.
480-1-3-.02	Leave to Appeal to Board of Appeals	(1) A person applying for leave to appeal to the Board of Appeals from a decision of a hearing officer <b>shall</b> file the same within 15 days after notice of such decision <b>shall</b> have been mailed.	<a href="#">Code of Ala. 1975, §§25-2-17, 25-4-94.</a>	0 – <b>required</b> by §25-4-92(c)
480-1-3-.02	Leave to Appeal to Board of Appeals	The application for leave to appeal <b>shall</b> be filed with the Clerk of the Board of Appeals, Alabama Department of Labor, 649 Monroe Street, Montgomery, Alabama 36130.	<a href="#">Code of Ala. 1975, §§25-2-17, 25-4-94.</a>	0 – <b>required</b> by §25-4-92(c)

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480-1-3-.02	Leave to Appeal to Board of Appeals	Receipt of the application <b>shall</b> constitute filing.	<a href="#">Code of Ala. 1975, §§25-2-17, 25-4-94.</a>	0 – no restriction on public’s ability to access benefit/services
480-1-3-.02	Leave to Appeal to Board of Appeals	(2) The application <b>shall</b> be in writing or in a form approved by the Director.	<a href="#">Code of Ala. 1975, §§25-2-17, 25-4-94.</a>	1
480-1-3-.03	Decision of Board of Appeals	(1) Within 30 days after the application for Leave to Appeal <b>shall</b> have been received by the Board of Appeals, the Board of Appeals <b>shall</b> either grant or deny the application solely on the basis of the application and the record.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.03	Decision of Board of Appeals	(2) <u>Disallowance of Application</u> . If an application for leave to appeal is disallowed by order of the Board notice of the decision <b>shall</b> be mailed to the last known address or place of business of each interested party and <b>shall</b> include a statement of statutory appeal rights.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.03	Decision of Board of Appeals	(3) <u>Allowance of Application</u> . If the further appeal is allowed by the Board or if the Board removes an appeal from the hearing officer to the Board and on its own motion assumes jurisdiction of the appeal notification <b>shall</b> be mailed to the last known address or place of business of each interested party.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.04	Remand of Appeals	Upon completion of the taking of evidence by a hearing officer pursuant to a direction of the Board of Appeals the claim or the issue involved in such claim <b>shall</b> be returned to the Board of Appeals for its decision thereon.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.05	Hearings On The Board Of Appeals’ Own Motion	(3) A hearing by the Board on its own motion <b>shall</b> be held only after giving at least seven days’ prior notice to the parties to the proceeding, and <b>shall</b> be heard in the manner prescribed in these rules.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.06	Scheduling And Notice of Hearing	Notice of hearing <b>shall</b> be sent to all parties to the proceeding at their last known address or place of business.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.06	Scheduling And Notice of Hearing	Delivery of the notice by mail <b>shall</b> be effective upon the deposit of the notice in the United States mail, first class, postage prepaid.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.06	Scheduling And Notice of Hearing	The notice <b>shall</b> be mailed at least 7 days before date of hearing except that a shorter notice period may be used if not prejudicial to the parties and <b>shall</b> include:	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.06	Scheduling And Notice of Hearing	The notice <b>shall</b> be mailed at least 7 days before date of hearing except that a shorter notice period may be used if not prejudicial to the parties and <b>shall</b> include:	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.06	Scheduling And Notice of Hearing	4. A short and plain statement of the matter asserted. If the agency or other party is unable to state the matters in detail at the time the notice is served, the initial	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	1

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		notice may be limited to a statement of the issues involved. Thereafter upon application, a more definite and detailed statement <b>shall</b> be furnished.		
480-1-3-.07	Subpoenas	Whether a subpoena <b>shall</b> be issued	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.07	Subpoenas	<b>shall</b> rest within the sound discretion of the Chairman of the Board and may be denied if it is frivolous or otherwise unnecessary or if the request is unreasonable or oppressive.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.07	Subpoenas	Subpoenas for witnesses <b>shall not</b> exceed four (4) in number except	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	1
480-1-3-.07	Subpoenas	upon an affirmative showing that a greater number is <b>required</b> for the proper presentation of a case.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	1
480-1-3-.07	Subpoenas	A request for a subpoena duces tecum <b>shall</b> set forth with particularity the documents or things to be produced and the identity of the custodian.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	2
480-1-3-.07	Subpoenas	All requests for subpoenas <b>shall</b> include addresses sufficient for personal service and service by certified mail.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	2
480-1-3-.07	Subpoenas	(a) Subpoenas issued by the Board <b>shall</b> be served by certified mail or by any authorized officer of the Department of Industrial Relations.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.07	Subpoenas	No fee <b>shall</b> be allowed for such personal service.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.07	Subpoenas	(b) Subpoenas issued by the Board <b>shall</b> be enforceable according to the provisions of <a href="#">Code of Ala. 1975, § 25-4-97.</a>	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.07	Subpoenas	(2) Witnesses subpoenaed for any hearing before the Board <b>shall</b> be paid witness and mileage fees by the Department of Industrial Relations in accordance with the following schedule: \$7.50 per day while in attendance and fifteen cents (.15) per mile for each mile to and from their place of residence by the usually traveled routes.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.07	Subpoenas	Under no circumstances <b>shall</b> a party to a hearing or an intervenor be granted witness fees.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.07	Subpoenas	(a) Witness fees and mileage <b>shall</b> be claimed no later than the time of hearing	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	1
480-1-3-.07	Subpoenas	and <b>shall</b> be certified to by the witness and approved by the Board.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	1
480-1-3-.08	<b>Representation</b>	The Board may, for lack of qualifications or other sufficient cause, bar any person from representing any party in which event the reasons therefor <b>shall</b> be set out in the record of the proceeding.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0

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480-1-3-.09.	Postponements, Withdrawals, Default, Consent Orders, And Agreed Settlements	Postponements <b>shall</b> be granted only when necessary to afford all parties a reasonable opportunity for a fair hearing and for the full presentation of evidence.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	No party <b>shall</b> be granted more than one postponement except in the case of extreme emergency or unusual hardship as determined by the Board.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	1
480-1-3-.10	Conduct of Hearings	Requests for withdrawal of an appeal <b>shall</b> be stated in the record of the proceeding or <b>shall</b> be submitted in writing.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	1
480-1-3-.10	Conduct of Hearings	Such a withdrawal <b>shall</b> be construed to be a consent to abide by the administrative determination from which the appeal is taken	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	and such determination <b>shall</b> have such effect as if no appeal had been filed.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	(4) <u>Consent Orders and Agreed Settlements</u> . The Board <b>shall not</b> make disposition of a contested case solely on the basis of consent or agreed settlement.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	(1) The proceeding <b>shall</b> be fair and impartial and <b>shall</b> be conducted in such manner as the Board may determine to be best suited to determine the rights, duties and obligations of the parties.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	The order in which evidence is to be presented <b>shall</b> rest within the sound discretion of the Board.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	Hearings <b>shall</b> be open to the public except in those cases where, in the Board's judgment, the nature of the testimony is scandalous or lascivious to the extent that the presence of persons not a party to the proceeding would inhibit witnesses from testifying freely.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	All oral testimony <b>shall</b> be given under oath or affirmation.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	1
480-1-3-.10	Conduct of Hearings	The individual Board members may examine any party or witness to the extent deemed necessary and <b>shall</b> afford all parties every assistance that does not interfere with the discharge of fairness and impartiality.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	Hearings <b>shall</b> be confined to evidence relevant and material to the issues involved.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	(2) The Board may refuse admittance to or expel any party, witness or person in attendance at a hearing whose conduct is disorderly. Subject to the discretion of the Board, witnesses may be excluded from the hearing until called to testify. Those testifying <b>shall</b> be subject to direct and cross-examination by the parties or their representatives and the Board.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0

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480-1-3-.10	Conduct of Hearings	Documentary evidence may be received in the form of copies or excerpts if the original is not readily available. All parties <b>shall</b> , upon a timely request, be allowed to inspect and use any portion of the records necessary in the presentation of their case.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	(3) Whenever necessary, the Board may <b>require</b> the attendance at a hearing of those employees of the Department of Industrial Relations having knowledge of the facts involved in the proceeding or technical knowledge concerning the matters in issue.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	(4) The Board <b>shall</b> open the hearing by summarizing the issue or issues appearing to be in dispute and prescribing the order in which the hearing will proceed.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	The Board <b>shall</b> consider and inquire fully into all issues involved regardless of whether the issues were set forth as a ground for appeal and	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	<b>shall</b> receive in evidence the testimony of the parties and witnesses and any documents which are relevant and material to any issue.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	If new issues arise during the course of a hearing, the Board <b>shall</b> apprise the parties that the new issue is being considered,	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	<b>shall</b> explain the newly arisen issue, and inquire as to whether any interested party desires to enter a motion for a continuance.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0 -
480-1-3-.10	Conduct of Hearings	If no motion is entered, the Board <b>shall</b> proceed.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	If such motion is entered, the Board <b>shall</b> rule upon the motion and may, in the exercise of its discretion, continue the hearing to a later time.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	(6) The Board may consolidate cases and conduct joint hearings thereon where the claim's involve a common question of law or fact. Notice of hearing <b>shall</b> be forwarded to all individuals or their representatives whose cases have been consolidated for a joint hearing.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	(7) Oral proceedings <b>shall</b> be recorded by the Board either by mechanized means or by a qualified shorthand reporter but need not be transcribed unless an appeal is applied for or taken and a request is made by a party pursuant to <a href="#">Rule 480-1-2-.11.</a>	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	In order to maintain confidentiality and limit the use of oral testimony to the contest of a claim as <b>required</b> by <a href="#">Code of Ala. 1975, § 25-4-116</a> , no other recording of the proceedings <b>shall</b> be made or allowed.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	Parties <b>shall</b> be notified during the hearing of facts officially noticed	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0

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480-1-3-.10	Conduct of Hearings	and <b>shall</b> be afforded an opportunity to contest these facts.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	(10) In the hearing of a contested case, the Board may announce that it <b>shall not</b> be necessary that objections be made during the hearing and	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	upon such announcement it <b>shall not</b> be <b>required</b> or necessary that objection be made to any testimony or evidence which may be offered by either party and on the consideration of such cases,	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	the Board <b>shall</b> consider only such testimony and evidence as is relevant, material, competent and legal,	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	and <b>shall not</b> consider any testimony or evidence which is irrelevant, immaterial, incompetent or illegal,	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	whether objections <b>shall</b> have been made thereto or not, and whether such testimony be brought out on direct, cross or re-direct examination, or is hearsay.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	On appeal, the court <b>shall</b> consider only such testimony as is relevant material, competent and legal.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	Neither the Board, or appellate court <b>shall</b> be <b>required</b> to point out what testimony or evidence should be excluded or not considered.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	(12) If an absent party to a contested case appears late while a hearing is in progress, the Board <b>shall</b> , if time permits, interrupt the hearing, admit the late party, summarize the proceedings to that point, administer the oath and proceed.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	If an absent party arrives after the hearing has been adjourned, the Board <b>shall</b> notify the late party that the hearing has been adjourned and that no evidence can be received in the absence of the other party.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	1
480-1-3-.10	Conduct of Hearings	Petitions to reopen by an absent party <b>shall</b> be ruled on by the Board within 30 days and may be denied unless it is shown that the party was not given proper notice as <b>required</b> in these rules.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.10	Conduct of Hearings	All requests to present evidence received after the issuance of a decision <b>must</b> be made by a motion for rehearing pursuant to <a href="#">Code of Ala. 1975, § 41-22-17.</a>	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.11	Decision and Notice of Decision	(1) Following the conclusion of a hearing on an appeal, the Board of Appeals <b>shall</b> , within 30 days, announce its findings of fact and decision with respect to the appeal.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.11	Decision and Notice of Decision	The decision <b>shall</b> be in writing and <b>shall</b> be signed by the members of the Board of Appeals who heard the appeal.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.11	Decision and Notice of Decision	It <b>shall</b> set forth the findings of fact of the Board with respect to the matters appealed, its decision, and the reason therefor.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0

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	Decision and Notice of Decision	(2) If a decision of the Board of Appeals is not unanimous, the decision of the majority <b>shall</b> control.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0
480-1-3-.11	Decision and Notice of Decision	(3) Copies of the decisions and the reasons therefor <b>shall</b> be mailed by the Board of Appeals to the claimant and to the other parties to the proceeding.	<a href="#">Code of Ala. 1975, §§ 25-2-17, 25-4-94.</a>	0

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Rule Citation	Short Description	Regulatory Text	Statutory Authority	# of Discretionary Regulatory Restrictions
<b>Employment Service</b>				
480-2-1-.01	ETA form 8429 Complaint form	(2) A person wishing to file a complaint against a place of employment to which he/she has been referred by the Alabama Career Center System within the past 12 months because of hazards relating to safety or health, suspected discrimination, violations of the Fair Labor Standards Act or any other Federal or State employment law, shall have his/her complaint taken on form ETA 8429 and sent to the proper enforcement agency for investigation and determination.	Federal statute as this is the only manner in which the USDOL will investigate a complaint. Career Center staffers may record information on the form on behalf of someone making a complaint.	
	Outcome of complaint mailed to one making complaint	(4) After action has been taken concerning a complaint, the results are mailed to the person making the complaint who must be advised of appeal rights in the event the resolution is unsatisfactory to such person. A detailed description of the complaint system is contained in 20 CFR 658.400 through 658.419.	020 CFR 658.400 through 658.419 are federal statutes advising Career Center staffers that one making a complaint must be notified of findings and appeal rights by US Mail	
480-2-1-.02	PII protected in any release of LMI	(b) To applicants, employers, and the public, general information concerning employment opportunities, employment levels and trends, and labor supply and demand, provided such release or publication does not include information identifiable to individual applicants, employers, or employing establishments and is otherwise not in violation of Code of Ala. 1975, §25-4-116 and §25-4-118 or any other cooperative agreement with BLS or other agencies. No specific information directly or indirectly identifiable to an individual employer or employing establishment shall be	State statute—protects PII “shall” may be substituted with “will” or “can” “not” has no substitution here—PII is protected	

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		disclosed to the general public or to individual job applicants except as provided in the referral process.		
	ES disclosure of necessary PII on a qualified basis	(c) To all governmental authorities lawfully charged with the administration of a law providing for public assistance, law enforcement, pension and retirement, unemployment compensation, vocational rehabilitation, or other benefit payments, but only for purposes reasonably necessary for the proper administration of such law and the disclosure will not impede the operation of and is not inconsistent with the purposes of the public employment service program.	WP (Wagner Peyser) law which created state employment service program, recognizes that some PII must be shared interstate and intrastate, including with the USDOL (federal government). The entry just above this one references this PII.	
	Employers obtaining applicant information	(d) To individual employers concerning individual applicants which is pertinent to placement may be disclosed at the time of referral to an employer who is considering the applicant for a job. Such disclosure should be restricted to information which will indicate whether or not the applicant meets the employer's specifications. Employers ordinarily should not be permitted to examine or review application cards. However, when essential to expedite placement, an employer may be permitted to examine applications, provided the cards have been selected beforehand by an interviewer and do not contain any information which should not be disclosed. Employers are not permitted access to the whole application file or portions of it, or to other local office records	This instruction is obsolete as "cards" are no longer used. The regulation is still in use, however, as employers are not privy to all information in a jobseeker's registration on the internet based public labor exchange system. Career Center staffers may distribute applications to qualified applicants and forward them to employers.	

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	Subpoenas for PII reviewed and acted upon by ADOL Legal	(e) To courts when a subpoena is served calling for information provided the request is referred to the Legal Division or appropriate action. The Legal Division will, in those cases it deems legally necessary and proper, file the appropriate motion to quash the subpoena in those cases which information may not be disclosed under the Federal and State disclosure laws, rules and regulations. Copies of records shall be provided to a requesting party as set out under the provisions of Rule 480-1-2-.06.	State and federal laws regarding client information disclosure are in place ADOL ES refers all such requests to ADOL Legal for official response.	
480-2-1-.03	DVOP incentive awards—rules developed by feds	(1)(a) Disabled Veterans Outreach Program (DVOP) representatives and Local Veterans Employment Representatives (LVER), and any other employee providing services to veterans under the Workforce Investment Act (WIA), and service delivery programs as prescribed in the Jobs for Veterans Act, Public Law 107-288 (§4112) are eligible for Veterans Performance Incentive Awards. The law stipulates that recipients of veterans performance incentive awards must be individuals, although states are not restricted from awarding individuals in an office, unit, or area, where performance warrants recognition under the Veterans Performance Incentive Award program. An office, such as an Alabama Career Center, or other entities are not eligible. Federal staff are ineligible.	<p>“Must” in this case may be substituted for “will.” “Can” cannot be used because this rule is NOT a suggestion.</p> <p>“Not” used in this paragraph refers to DVOP (Career Center staffer) descriptions. This is not punitive or negative toward the private citizen who may be our customer.</p>	
	DVOP incentive awards	(4)(a) Selection of Veterans Performance Incentive Award recipients may involve evaluation of both objective and subjective data (Ref: VPL 8-03). Nominees must demonstrate outstanding efforts at providing employment, training, job placement, and other employment-related services to United States veterans or separating military personnel. Services to veterans representing categories of concern, or veterans with especially significant barriers to employment will be afforded extra weight in the selection criteria.	<p>“Must” may be substituted with “will.” This is a requirement and not an instruction.</p>	
	DVOP incentive awards	(11)(e) Nominations must be submitted on the Alabama Veterans Performance Incentive Awards Program Nomination Form, or suitable facsimile.	Same as above	

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	DVOP incentive awards	(5) Period of Performance: The performance, activity, or accomplishments being recognized <b>must</b> have occurred during the previous U.S. Department of Labor Program Year (PY), which commences on July 1 of each year, and concludes on June 30 of the following year. Supporting documentation or numerical data submitted must clearly indicate performance within this evaluation period.	Same as above	
	DVOP incentive awards	(6) Description of the Award: (a) In accordance with Title 38 §4112 (7) and the Special Grant Provisions from the U.S. Department of Labor, Veterans Employment and Training Service, it is intended that cash awards be granted to individual recipients, or in special circumstances approved by the Secretary of Labor, Department of Labor, non-financial incentives may be awarded in lieu of, or in combination with cash awards. Each Fiscal Year (FY), as required by law, Alabama <b>must</b> set aside one (1) percent of the DVOP-LVER grant for making awards under the Alabama Performance Incentive Awards Program. Each year, the Alabama Performance Incentive Awards Program will recognize individual recipients who meet the eligibility and selection criteria, with cash awards in the amount of up to \$5,000 each. (b) Expenditures and the accounting of the Performance Incentive Awards program will be pursuant to federal financial reporting and fiscal requirements in the DVOP-LVER Grant. Selection of recipients for awards under the Alabama Performance Incentive Awards Program <b>must</b> be identified by September 30 of each year (the close of the Fiscal Year), and all funds set aside for the awards program <b>must</b> be disbursed or expended each year within ninety (90) days of Fiscal Year closeout (December 31).	Same as above	
	DVOP incentive awards	(3)(c) Not later than July 31 of each year, the ES Veterans Services Program Coordinator, or other state administrator assigned by the Secretary of Labor, Department of Labor will certify that nominations submitted for consideration are eligible for Performance Incentive Awards, using the Alabama Performance Incentive Award Program Eligibility Certification form, as approved by the Secretary of Labor, Department of Labor. Nominations certified as eligible will be assigned base scores, using the Alabama Performance Incentive Award Program State Administrator Scoring Worksheet. The base scoring will assign scores based on the	Each instance of “not” may be substituted with “no,” as these rules are established by calendar by the feds.	

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		<p>“weight” of the activities or services being scored, relative to the degree of emphasis in the grant provisions. Only nominations that are certified as eligible will be assigned base scores and forwarded to the Performance Incentive Awards Selection Committee. Labor Chapter 480-2-1 Supp. 9/30/19 2-1-5 (d) Not later than August 15 of each year, a Veterans Performance Incentive Awards Selection Committee will convene to score the certified eligible nominations, using the Alabama Performance Incentive Awards Program Selection Committee Scoring Worksheet. The selection committee will be at least five (5) members of workforce development peers and other workforce development experts approved by the Secretary of Labor, Alabama Department of Labor. The selection committee members will score all eligible nominations. Only nominations scored above a cut-off score set by the Secretary of Labor, Alabama Department of Labor will be forwarded to the Alabama Veterans Performance Incentive Awards Selection Board. (e) Not later than August 31 of each year, the Secretary of Labor, Department of Labor will convene a Veterans Performance Incentive Awards Selection Board with at least five (5) state-level administrators, representing partners and stakeholders in the Alabama workforce development system. Using the approved criteria of the Alabama Veterans Performance Incentive Awards program, the Veterans Performance Incentive Awards Selection Board will select nominations for individual awards and recommend monetary amounts for each award to the Secretary of Labor, Alabama Department of Labor. (f) Not later than September 15 of each year, the Secretary of Labor, Department of Labor, approves the actual cash disbursements from the grant funds to individuals selected for Alabama Veterans Performance Incentive Awards.</p>		
	<p>DVOP incentive awards</p>	<p>(4)1. Development of a program, for which the impact may not be directly measurable (e.g., a resume skills building program).</p>	<p>“Not” acceptable here because of rules of DVOP incentive awards. No private citizen infringed upon.</p>	

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	DVOP incentive awards	(9) Nomination Deadlines: All nominations are due by July 15 of each year. All awards disbursements will be identified not later than September 30 of each year (the close of each Fiscal Year).	This instance of “not” may be substituted with “no,” as this rule is established by calendar by the feds.	
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<b>Hearings &amp; Appeals</b>				
480-1-1-.04	Information Requests By State And Federal Agencies: Inspection And Copying Of Records	Information thus obtained <b>shall</b> be held confidential by the requesting party and its use is subject to the restrictions and criminal sanctions for misuse set out under <a href="#">Code of Ala. 1975, § 25-4-116</a> and <a href="#">§ 25-4-118</a> .	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-1-.05	Appointment Of Hearing Officer	The Director <b>shall</b> have the authority to appoint any officer of the Department or other individual as hearing officer to hear and decide any contested case involving the Department, where provided by law or statute, and in which the legal rights, duties or privileges of a party are required by law to be determined by the Department after an opportunity for a hearing.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.05	Appointment Of Hearing Officer	The authority of the Director to appoint a hearing officer <b>shall</b> also extend to all other administrative hearings or reviews where such authority is vested in him by law or statute.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.05	Appointment Of Hearing Officer	(a) When the Director deems it necessary, appropriate, or desirable, he <b>shall</b> remove from the general course and method of operation any such case and appoint a hearing officer.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.05	Appointment Of Hearing Officer	1. A hearing officer <b>shall</b> be defined as: any officer of the Department of Industrial Relations or any other individual appointed by the Director.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.05	Appointment Of Hearing Officer	a. As used in any statute, rule or policy relating to the Department of Industrial Relations, the terms “appeals tribunal,” “hearing officer,” “appeals referee” and “referee” <b>shall</b> be construed as interchangeable, unless clearly indicated to the contrary.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-1-1-.05	Appointment Of Hearing Officer	(2) The proceedings on any contested case, as defined at <a href="#">Code of Ala. 1975, § 41-22-3(3)</a> , <b>shall</b> be presented and heard before a hearing officer in the manner prescribed in these rules.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-1-2-.10	Delivery of Notice of Hearing	(1) The notice of hearing in contested cases, not elsewhere provided for by rule or statute, <b>shall</b> be delivered to all parties to the proceeding at their last known address or place of business.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.10	Delivery of Notice of Hearing	(a) Delivery of the notice <b>shall</b> be by First Class Mail and shall be effective upon the deposit of the notice in the U.S. Mail, postage prepaid.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0

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480-1-2-.10	Delivery of Notice of Hearing	1. The Department <b>shall</b> make a record of the deposit of the notice in the U.S. Mail according to established procedures in the regular course of business.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.10	Delivery of Notice of Hearing	a. Such record <b>shall</b> constitute prima facie evidence of delivery.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.10	Delivery of Notice of Hearing	(2) Posting of the notice as specified above <b>shall</b> constitute the commencement of the contested case proceeding.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(1) The testimony taken before a hearing officer relative to a claim for unemployment compensation benefits need not be transcribed unless an appeal is applied for or taken.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(2) In the event no transcript is requested pursuant to this Rule by either party to an appeal to the Board of Appeals, the Board may render its decision on the record, the evidence submitted and the testimony elicited before the Board of Appeals.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(3) The testimony taken before a hearings officer in other contested cases <b>shall</b> be transcribed at the written request of any party.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(4) The expense of the transcription <b>shall</b> be charged to the requesting party.	<a href="#">Code of Ala. 1975, §25-2-8</a>	1
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(5) The written request for transcription <b>shall</b> be transmitted to the office from which notice of hearing was received.	<a href="#">Code of Ala. 1975, §25-2-8</a>	1
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(6) Charge for transcription <b>shall</b> be based upon an hourly rate to be determined at the time of the request.	<a href="#">Code of Ala. 1975, §25-2-8</a>	1
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(6)(a) The hourly rate and an estimated cost <b>shall</b> be quoted before the transcription is made.	<a href="#">Code of Ala. 1975, §25-2-8</a>	1
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(6)(b) The requesting party <b>shall</b> be required to post a deposit equal to the estimated cost but shall be liable for the full amount as determined by the hourly rate.	<a href="#">Code of Ala. 1975, §25-2-8</a>	1
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(6)(b)1. All deposits and additional payments <b>shall</b> be made by cash or cashier's check.	<a href="#">Code of Ala. 1975, §25-2-8</a>	1
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(6)(b)2. Any refund due the requesting party <b>shall</b> be by check issued by the Department and mailed to the requesting party in the regular course of business.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(7) Copies of transcripts may be obtained by parties other than the requesting party from the office from which the notice of hearing was received, at cost.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(7)(a) Copies may be obtained at the current cost in effect at the time of copying.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(7)(b) The cost of copying <b>shall</b> be determined on the basis of cost per page.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(7)(c) The cost per page and the total cost <b>shall</b> be quoted prior to the copies being made.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0

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480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(7)(d) Full payment <b>shall</b> be tendered before copies are made.	<a href="#">Code of Ala. 1975, §25-2-8</a>	1
480-1-2-.11	Transcription of Oral Proceedings in Contested Cases	(7)(d)1. Payment <b>shall</b> be made in cash or by cashier's check.	<a href="#">Code of Ala. 1975, §25-2-8</a>	1
480-1-4-.02	Authority Of A Hearing Officer	In all matters entrusted to a hearing officer by the Director under applicable statute rule or policy, the power and authority to enter decisions and judgments as appropriate under the applicable statutes, rules or policies, <b>shall</b> be conferred.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.03	Duties And Disqualifications Of Hearing Officers	(1) Duties. A Hearing Officer <b>shall</b> perform all duties generally required of an administrative hearings officer incidental to the conducting of assigned hearings and issuing decisions thereon.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.03	Duties And Disqualifications Of Hearing Officers	(2) Disqualifications. No Hearing Officer <b>shall</b> perform duties relative to the conduct of hearings or making any decisions and shall withdraw from those cases where:	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.03	Duties And Disqualifications Of Hearing Officers	(a) The Hearing Officer has had any direct participation in the decision appealed from.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.03	Duties And Disqualifications Of Hearing Officers	(b) The Hearing Officer has personal knowledge of disputed evidentiary facts concerning the proceeding.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.03	Duties And Disqualifications Of Hearing Officers	(c) The Hearing Officer, spouse, or minor child or any person directly related to either has a pecuniary interest in the outcome of the proceeding.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.03	Duties And Disqualifications Of Hearing Officers	(d) The Hearing Officer or spouse is directly related to a party to the proceeding or an officer, director or trustee of a party to the proceeding, or the representative of any party.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.03	Duties And Disqualifications Of Hearing Officers	(e) The Hearing Officer, spouse or any person directly related to either is likely to be a witness in the proceeding.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.03	Duties And Disqualifications Of Hearing Officers	(f) The Hearing Officer has any other bias, interest or prejudice which would impair an impartial hearing and decision.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.03	Duties And Disqualifications Of Hearing Officers	(3) Motions for Disqualification. Interested parties to a proceeding may challenge the partiality, bias, interest or prejudice of the Hearing Officer. Such a challenge <b>shall</b> be made by a motion for disqualification. Such a motion <b>shall</b> be supported by appropriate affidavits asserting the basis for disqualification. The motion may be ruled upon ex parte by the Hearing Officer or by the Director of the Hearings and Appeals Division or his/her designee or in the alternative, a hearing may be scheduled upon the motion. Notice of a ruling on the motion <b>shall</b> be given to the parties at interest. Disqualification <b>shall</b> not occur unless partiality, bias, interest or prejudice is affirmatively shown.	<a href="#">Code of Ala. 1975, §25-2-8</a>	2
480-1-4-.04	Conduct Of Hearings	(1) The proceeding <b>shall</b> be fair and impartial and <b>shall</b> be conducted in such manner as the Hearing Officer may determine to be best suited to determine the rights, duties and obligations of the parties. The order in which evidence is to be presented <b>shall</b> rest	<a href="#">Code of Ala. 1975, §25-2-8</a>	0

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		within the sound discretion of the Hearing Officer. Hearings <b>shall</b> be open to the public except in those cases where, in the Hearing Officer's judgment, the nature of the testimony is scandalous or lascivious to the extent that the presence of persons not a party to the proceeding would inhibit witnesses from testifying freely. All oral testimony <b>shall</b> be given under oath or affirmation. The Hearing Officer may examine any party or witness to the extent deemed necessary and <b>shall</b> afford all parties every assistance that does not interfere with the discharge of fairness and impartiality. Hearings <b>shall</b> be confined to evidence relevant and material to the issues involved.	Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	
480-1-4-.04	Conduct Of Hearings	(2) The Hearing Officer may refuse admittance to or expel any party, witness or person in attendance at a hearing whose conduct is disorderly. Subject to the discretion of the Hearing Officer, witnesses may be excluded from the hearing until called to testify. Those testifying <b>shall</b> be subject to direct and cross-examination by the parties or their representatives and the Hearing Officer. Documentary evidence may be received in the form of copies or excerpts if the original is not readily available. All parties <b>shall</b> , upon a timely request, be allowed to inspect and use any portion of the records necessary in the presentation of their case.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.04	Conduct Of Hearings	(3) Whenever necessary, the Hearing Officer may require the attendance at a hearing of those employees of the Department of Industrial Relations having knowledge of the facts involved in the proceeding or technical knowledge concerning the matters in issue.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.04	Conduct Of Hearings	(4) The Hearing Officer <b>shall</b> open the hearing by summarizing the issue or issues appearing to be in dispute and prescribing the order in which the hearing will proceed. The Hearing Officer <b>shall</b> consider and inquire fully into all issues involved regardless of whether the issues were set forth as a ground for appeal and <b>shall</b> receive in evidence the testimony of the parties and witnesses and any documents which are relevant and material to any issue. If new issues arise during the course of a hearing, the Hearing Officer <b>shall</b> apprise the parties that the new issue is being considered, shall explain the	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations	0

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		newly arisen issue, and inquire as to whether any interested party desires to enter a motion for a continuance. If no motion is entered, the Hearing Officer <b>shall</b> proceed. If such motion is entered, the Hearing Officer <b>shall</b> rule upon the motion and may, in the exercise of his discretion, continue the hearing to a later time.	(CFR), 20 CFR Part 650	
480-1-4-.04	Conduct Of Hearings	(5) The parties may, subject to the approval of the Hearing Officer, enter into stipulations as to all or a portion of the facts involved in a proceeding. The Hearing Officer may make a decision on the basis of such stipulations or may set the matter down for hearing and take such further testimony or receive such further evidence as deemed necessary.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.04	Conduct Of Hearings	(6) The Hearing Officer may consolidate cases and conduct joint hearings thereon when the same or substantially the same evidence is relevant and material to the matters in issue. Notice of hearing <b>shall</b> be forwarded to all individuals or their representatives whose cases have been consolidated for a joint hearing.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.04	Conduct Of Hearings	(7) Oral proceedings <b>shall</b> be recorded by the Hearing Officer either by mechanized means or by a qualified shorthand reporter but need not be transcribed unless an appeal is applied for or taken and a request is made by a party pursuant to Rule 480-1-2-.11. In order to maintain confidentiality and limit the use of oral testimony to the contest of a particular case, no other recording of the proceedings <b>shall</b> be made or allowed.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0

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480-1-4-.04	Conduct Of Hearings	(8) The Hearing Officer may take official notice of facts commonly known in the community and facts of a general, technical or scientific nature known within the Department of Industrial Relations. Parties <b>shall</b> be notified during the hearing of facts officially noticed and shall be afforded an opportunity to contest these facts.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.04	Conduct Of Hearings	(9) Any official record of the Director, including reports submitted in connection with the administration of the Unemployment Compensation Law, may be introduced in evidence and, when so introduced, become part of the record; provided, however, that when so introduced the parties are given an opportunity to examine and rebut the same.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.04	Conduct Of Hearings	(10) In the hearing of a contested case, the Hearing Officer may announce that it <b>shall</b> not be necessary that objections be made during the hearing and upon such announcement it <b>shall</b> not be required or necessary that objection be made to any testimony or evidence which may be offered by either party and on the consideration of such cases, the Hearing Officer <b>shall</b> consider only such testimony and evidence as is relevant, material, competent and legal, and <b>shall</b> not consider any testimony or evidence which is irrelevant, immaterial, incompetent or illegal, whether objections <b>shall</b> have been made thereto or not, and whether such testimony be brought out on direct, cross or re-direct examination, or is hearsay. On appeal, the court <b>shall</b> consider only such testimony as is relevant material, competent and legal. Neither the Hearing Officer nor the Board of Appeals <b>shall</b> be required to point out what testimony or evidence should be excluded or not considered.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.04	Conduct Of Hearings	(11) The Hearing Officer may, upon his own motion or upon petition of any interested party, reopen the hearing for the receipt of relevant and material evidence which was not presented at the scheduled hearing at any time prior to the mailing of a decision.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of	0

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			Federal Regulations (CFR), 20 CFR Part 650	
480-1-4-.04	Conduct Of Hearings	(12) If an absent party to a contested case appears late while a hearing is in progress, the Hearing Officer <b>shall</b> , if time permits, interrupt the hearing, admit the late party, summarize the proceedings to that point, administer the oath and proceed. If time does not permit, the Hearing Officer may, in his discretion, continue the hearing until another time or may refuse to admit the late party advising such party of the right to file a written petition to reopen the case. If an absent party arrives after the hearing has been adjourned, the Hearing Officer <b>shall</b> notify the late party that the hearing has been adjourned and that no evidence can be received in the absence of the other party. If the late party indicates a desire to offer evidence, the Hearing Officer may, in his discretion, reschedule the hearing with notice to all parties or may inform the late party of the right to file a written petition to reopen the case. Petitions to reopen by an absent party, may be ruled upon ex parte by the Hearing Officer, or the Chief of the Hearings and Appeals division or his designee and may be denied unless it is shown that the party was not given proper notice as required in these rules or was prevented from a timely appearance by an emergency or other unavoidable and unforeseen circumstance. All requests to present evidence received after the issuance of a decision must be made by a motion for rehearing pursuant to Code of Ala. 1975, §41-22-17.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.04	Conduct Of Hearings	(13) Any hearing may be adjourned or recessed when deemed appropriate by the Hearing Officer.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.05	Representation	(1) In any proceeding before a Hearing Officer, any party or an intervenor may represent himself or be represented by an attorney at law or by any other person who is qualified to represent others in the matters under consideration. Any such duly appointed attorney or representative may appear at the hearing in a representative capacity or take any other action which the party might take under these rules.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0

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		The Hearing Officer may, for lack of qualifications or other sufficient cause, bar any person from representing any party in which event the reasons therefor shall be set out in the record of the proceeding.		
480-1-4-.05	Representation	(2) A partnership may be represented by any of its members or other duly authorized representative. A corporation or association may be represented by an officer, employee or any other duly authorized representative. Any governmental agency may be represented by an officer or employee or any other authorized person.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.06	Subpoenas And Depositions	(1) Upon a proper request by either party or an intervenor, the Hearing Officer may issue a subpoena to compel the attendance of a witness or witnesses or may command the person to whom it is directed to produce designated books, papers, documents or tangible things which constitute or contain matters within the scope of the examination. Whether a subpoena <b>shall</b> be issued <b>shall</b> rest within the sound discretion of the Hearing Officer and may be denied if it is frivolous or otherwise unnecessary or if the request is unreasonable or oppressive. Subpoenas for witnesses <b>shall</b> not exceed four (4) in number except upon an affirmative showing that a greater number is required for the proper presentation of a case. A request for a subpoena duces tecum <b>shall</b> set forth with particularity the documents or things to be produced and the identity of the custodian. All requests for subpoenas <b>shall</b> include addresses sufficient for personal service and service by certified mail. (b) Subpoenas issued by the Hearing Officer shall be enforceable according to the provisions of Code of Ala. 1975, §25-4-97.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.06	Subpoenas And Depositions	(1)(a) Subpoenas issued by the Hearing Officer <b>shall</b> be served by certified mail or by any authorized officer of the Department of Industrial Relations. No fee <b>shall</b> be allowed for such personal service.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.06	Subpoenas And Depositions	(1)(b) Subpoenas issued by the Hearing Officer <b>shall</b> be enforceable according to the provisions of Code of Ala. 1975, §25-4-97.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.06	Subpoenas And Depositions	(2) Witnesses subpoenaed for any hearing before a Hearing Officer <b>shall</b> be paid witness and mileage fees by the Department of Labor in accordance with the following schedule: \$7.50 per day while in attendance and mileage reimbursement at the current rate for state mileage reimbursement per mile for each mile to and from their place of residence by the usually traveled routes. Under no circumstances shall a party to a hearing or an intervenor be granted witness fees.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.06	Subpoenas And Depositions	(2)(a) Witness fees and mileage shall be claimed no later than the time of hearing and <b>shall</b> be certified to by the witness and approved by the Hearing Officer.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.07	Withdrawals	(1) Withdrawals. An appeal may be withdrawn by the appellant at any time prior to the issuance of a decision with approval of the Hearing Officer before whom the matter is pending. Requests for withdrawal of an appeal <b>shall</b> be stated in the record of the	<a href="#">Code of Ala. 1975, §25-2-8</a>	0

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		proceeding or <b>shall</b> be submitted in writing. Such a withdrawal <b>shall</b> be construed to be a consent to abide by the administrative determination from which the appeal is taken and such determination <b>shall</b> have such effect as if no appeal had been filed.		
480-1-4-.08	Identification of Interested Parties	(1) In all cases coming before a Hearing Officer the Department of Industrial Relations <b>shall</b> be considered an interested party.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.08	Identification of Interested Parties	(2) In cases involving the circumstances of an individual's separation from employment, the interested parties <b>shall</b> be the claimant, the Department of Industrial Relations and the claimant's last employing unit.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.08	Identification of Interested Parties	(3) When the appeal involves an offer of work or a recall to work, the interested parties <b>shall</b> be the claimant, the Department of Industrial Relations and the employer making the offer or recall. In cases where the claimant was referred by the Alabama State Employment Service, the local Alabama State Employment Service employee making the referral <b>shall</b> be a witness at the hearing, if available.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.08	Identification of Interested Parties	Where the case involves the determination of an overpayment established pursuant to Code of Ala. 1975, §25-4-91(e) and §25-4-145(a)(4) the interested parties <b>shall</b> be the claimant and the Unemployment Compensation Agency.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.08	Identification of Interested Parties	(5) Where the contested case involves a determination made pursuant to Code of Ala. 1975, §25-4-145(a)(3) which imposes a penalty resulting from alleged false statements or misrepresentations made by the claimant, the interested parties <b>shall</b> be the claimant and the Unemployment Compensation Agency.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.08	Identification of Interested Parties	(6) In all other cases, the Hearing Officer <b>shall</b> determine the identity of the interested parties and shall not proceed in the absence of proper notice as required by these rules.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.09	Scheduling and Notice of Hearing	(1) A party appealing from a determination of a claims examiner on a claim for benefits <b>shall</b> file with the Department of Labor, 649 Monroe Street, Montgomery, Alabama 36131, a notice of appeal. This notice <b>shall</b> be in writing and shall include the appellant's name, address, social security number and shall state the grounds upon which review is sought. Receipt of the appeal by the Agency within the time prescribed by the state shall constitute filing.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.09	Scheduling and Notice of Hearing	(2) An appeal to a hearing officer on an Unemployment Compensation benefit claim <b>shall</b> be promptly scheduled and heard using the teleconferencing method or at a regular hearing location most accessible to the claimant.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0

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480-1-4-.09	Scheduling and Notice of Hearing	(3) Contested case hearings other than Unemployment Compensation benefit claims <b>shall</b> be promptly scheduled and heard by the hearing officer according to appropriate statute, rule or policy.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.09	Scheduling and Notice of Hearing	(4) Notice of hearing <b>shall</b> be sent to all parties to the proceeding at their last known address or place of business. It is the duty and responsibility of each party to inform the Hearing Officer of any change of address to which future notices and communications should be directed. Delivery of the notice by mail <b>shall</b> be effective upon the deposit of the notice in the United States mail, first class, postage prepaid. The notice on Unemployment Compensation benefit claims hearings shall be mailed at least 7 days before date of hearing except that a shorter notice period may be used if not prejudicial to the parties and shall include: 1. A statement of the time, place and nature of the hearing; 2. A statement of the legal authority and jurisdiction under which the hearing is to be held; 3. A reference to the particular sections of the statutes and rules involved; 4. A short and plain statement of the matter asserted. If the agency or other party is unable to state the matters in detail at the time the notice is served, the initial notice may be limited to a statement of the issues involved. Thereafter upon application, a more definite and detailed statement shall be furnished.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3) Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.10	Postponements, Default, Consent Orders And Agreed Settlements	(1) Postponements. Any hearing may be postponed or continued by the Hearing Officer for good cause shown either upon the Hearing Officer's own motion or upon the request of an intervener or an interested party. Postponements <b>shall</b> be granted only when necessary to afford all parties a reasonable opportunity for a fair hearing and for the full presentation of evidence. No party <b>shall</b> be granted more than one postponement except in the case of extreme emergency or unusual hardship as determined by the Hearing Officer.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0

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480-1-4-.10	Postponements, Default, Consent Orders And Agreed Settlements	(2) Non Appearance of Parties. If after notice of hearing as provided by these rules a party fails to appear the Hearing Officer may proceed with the hearing and make a decision in the absence of the party. If the absent party is the appellant the Hearing Officer may in the exercise of discretionary power and authority conferred by this rule declare a default and make a disposition of the case on the basis of default.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.10	Postponements, Default, Consent Orders And Agreed Settlements	(3) Consent Orders and Agreed Settlements. The Hearing Officer <b>shall</b> not make disposition of an appeal on an Unemployment Compensation benefit claim solely on the basis of consent or agreed settlement.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.11	Decision And Notice Of Decision	(1) In all contested cases the Hearing Officer <b>shall</b> render a decision in writing within 30 days after the hearing is concluded. The decision shall be in writing and shall be signed by the Hearing Officer. It shall set forth the Hearing Officer's findings of facts with respect to the matters appealed, the decision and the reasons therefor.	<a href="#">Code of Ala. 1975, §25-2-8</a> Social Security Act (SSA), Section 303(a)(3); Code of Federal Regulations (CFR), 20 CFR Part 650	0
480-1-4-.11	Decision And Notice Of Decision	(2) A copy of the decision <b>shall</b> promptly be given or mailed to each party to the appeal.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.11	Decision And Notice Of Decision	(2)(a) In Unemployment Compensation Benefit Claims appeals, the decision <b>shall</b> include the manner in which and the time within which an application for an appeal to the Board of Appeals may be filed.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.12	Filing Of An Appeal	(1) A party appealing from a determination of a claims examiner on a claim for unemployment compensation benefits shall file an appeal in writing with the Department of Labor, Montgomery, Alabama 36131.	<a href="#">Code of Ala. 1975, §25-2-8</a> <a href="#">Code of Ala. 1975 §25-4-91</a> <a href="#">Code of Ala. 1975 §41-22-12</a>	0

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480-1-4-.12	Filing Of An Appeal	(2) A party contesting in any other matter <b>shall</b> file with the Department of Labor, Hearing and Appeals Division, Montgomery, Alabama 36131 or as may be prescribed by statute or rule or as indicated upon official correspondence.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.12	Filing Of An Appeal	(3) The appeal <b>shall</b> be filed in writing and state the facts alleged and the grounds upon which a review is sought. Receipt of the appeal within the time prescribed by statute or rule shall constitute timely filing.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.13	Telephone Hearings	(1) The Department of Labor, Hearing and Appeals Division, <b>shall</b> have the power to conduct unemployment compensation appeal hearings by use of a teleconferencing telephone system. (3) All other rules governing the conduct of unemployment compensation appeals hearings shall apply when such are conducted by the teleconferencing method.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.13	Telephone Hearings	(2) In any proceeding before a hearing officer using the teleconferencing method, any party intending to submit documents for the hearing officer's consideration <b>must</b> submit the same to the Department of Labor, Hearings and Appeals Division, Montgomery, Alabama 36131.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.13	Telephone Hearings	(2)(a) Documents <b>must</b> be received at least five days prior to the hearing.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.13	Telephone Hearings	(2)(b) Copies of said documents <b>shall</b> be provided to the adverse party by the Agency prior to the hearing.)	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-1-4-.13	Telephone Hearings	(3) All other rules governing the conduct of unemployment compensation appeals hearings <b>shall</b> apply when such are conducted by the teleconferencing method.	<a href="#">Code of Ala. 1975, §25-2-8</a>	0
480-4-2-.24	Appointment Of Hearings Officer On Contested Tax Cases	(1) The appointment of a hearing officer in tax matters <b>shall</b> be in accordance with Rule 480-1-1-.05.	<a href="#">Code of Ala. 1975, §§25-2-7, 25-2-8 and 25-4-111</a>	0
480-4-2-.24	Appointment Of Hearings Officer On Contested Tax Cases	(2) The proceedings on any contested tax matters before a hearings officer <b>shall</b> be presented and heard generally in the manner prescribed in rules 480-1-4-.06 through 480-1-4-.09.	<a href="#">Code of Ala. 1975, §§25-2-7, 25-2-8 and 25-4-111</a>	0
480-4-2-.24	Appointment Of Hearings Officer On Contested Tax Cases	(3) The decision and subsequent appeal rights <b>shall</b> be in accordance with the Code of Ala. 1975, §§25-4-54(c)(4), 25-4-54(h), 25-4-97 and 25-4-134.	<a href="#">Code of Ala. 1975, §§25-2-7, 25-2-8 and 25-4-111</a>	0
480-4-3-.17	Appeals	(1) Code of Ala. 1975, §25-4-92(d), provides that notification be provided promptly to the claimant and the claimant's last employing unit of any determination or decision upon an initial claim. This notice may be delivered in person or mailed, first class postage prepaid to the last known address of any parties involved.	<a href="#">Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111</a>	0

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480-4-3-.17	Appeals	(1)( a) Notice of payment <b>shall</b> be provided to base period employers in accordance with Code of Ala. 1975, §25-4-91(d)(2).	<a href="#">Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111</a>	0
480-4-3-.17	Appeals	(2) Any party to whom notice of determination or decision is required to be given <b>shall</b> have the right to appeal from such determination or decision.	<a href="#">Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111</a>	0
480-4-3-.17	Appeals	(3) A notice of appeal from a decision of a claims examiner <b>shall</b> be filed directly to the Department of Labor, Hearings and Appeals Division, 649 Monroe Street Montgomery, Alabama 36131. This notice <b>shall</b> be in writing, and shall include the claimant's or employer's name, address, the claimant's social security number, and shall state the grounds upon which review is sought.	<a href="#">Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111</a>	0
480-4-3-.17	Appeals	(4) The proceedings <b>shall</b> be scheduled, conducted and heard in accordance with rules 480-1-4-.05 through 480-1-4-.13.	<a href="#">Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111</a>	0

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Rule Citation	Short Description	Regulatory Text	Statutory Authority	# of Discretionary Regulatory Restrictions
480-3-1-.01	Duties Of Officers Charged with Enforcement.	(1) Any superintendent, principal, attendance officer, health officer or other official charged with the enforcement of the provisions of Code of Ala. 1975, § 25-8-1 through § 25-8-30 in relation to Child Labor shall observe the procedures, precedents, interpretations, etc. contained in the Alabama Child Labor Precedent Manual in the carrying out of official duties.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-3-1-.02	Cancellation Of Illegally Issued or Improperly Issued Employment Certificate, Age Certificate or Permit.	(1) Upon the cancellation of an employment certificate, age certificate or permit, the Department shall give notice to all parties as provided in Rule 480-1-4-.09 and conduct a hearing as provided in Rules 480-1-4-.02 through 480-1-4-.11.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-3-1-.02	Cancellation Of Illegally Issued or Improperly Issued Employment Certificate, Age Certificate or Permit.	(2) This rule shall become effective on October 1, 1983.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-3-1-.03	Authority Of School Attendance Officers to Instigate Prosecutions	School attendance officers, when authorized by the Department of Industrial Relations pursuant to § 25-8-23, may initiate prosecutions under Code of Ala. 1975, § 25-8-1 through § 25-8-30 and shall have the same authority to initiate prosecutions as is given by law to the Department of Industrial Relations.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-3-1-.04	Duties Of Owners of Establishments Employing Minors	(1) The number and location of water closets or privies and the number of required sanitary drinking fountains and the practicability of inside location of water closets shall be determined by the Department of Industrial Relations after reviewing the particular facts on a case-by-case basis.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-3-1-.04	Duties Of Owners of Establishments Employing Minors	(2) If an employer is aggrieved by the decision of the Department, notice of appeal shall be filed with the Alabama Department of Industrial Relations, State Programs Division, 649 Monroe Street, Montgomery, Alabama 36130.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-3-1-.04	Duties Of Owners of Establishments Employing Minors	(a) When an appeal is received the Department shall issue a notice of hearing as provided for under Rule 480-1-4-.09 and conduct a hearing as provided for under Rules 480-1-4-.02 through 480-1-4-.11.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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480-3-1-.05	Order For Correction of Insanitary or Unhealthful Conditions	(1) If the Department of Industrial Relations determines after an inspection that there exists unsanitary or unhealthful conditions in an establishment where minors are employed, the Department shall issue a written order for the correction of such conditions and compel compliance as provided by statute.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-3-1-.05	Order For Correction of Insanitary or Unhealthful Conditions	(2) Any employer aggrieved by the order of the Department shall file a request for appeal with the Alabama Department of Industrial Relations, State Programs Division, 649 Monroe Street, Montgomery, Alabama 36130.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1
480-3-1-.05	Order For Correction of Insanitary or Unhealthful Conditions	(a) Upon receipt of the request for appeal the Department shall issue a notice of appeal under the provisions of Rule 480-1-4-.09 and conduct a hearing under the provision of Rules 480-1-4-.02 through 480-1-4-.11.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-3-1-.06	Removal Of Children Illegally Employed from Establishments	(1) A child shall be immediately removed from any establishment when found by the Department of Labor: to be working there contrary to law; the child is found to be afflicted with any infectious, contagious, or communicable disease; or when found that the performance of such work is hazardous to a child's physical condition. (a) Upon receipt of the request for appeal the Department shall issue a notice of hearing as provided under Rule 480-1-4-.09 and conduct a hearing as provided under Rules 480-1-4-.02 through 480-1-4-.11.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-3-1-.06	Removal Of Children Illegally Employed from Establishments	(1) A child shall be immediately removed from any establishment when found by the Department of Labor: to be working there contrary to law; the child is found to be afflicted with any infectious, contagious, or communicable disease; or when found that the performance of such work is hazardous to a child's physical condition. (a) Upon receipt of the request for appeal the Department shall issue a notice of hearing as provided under Rule 480-1-4-.09 and conduct a hearing as provided under Rules 480-1-4-.02 through 480-1-4-.11.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0
480-3-1-.06	Removal Of Children Illegally Employed from Establishments	(2) Any party aggrieved by an action of the Department shall file a request for appeal to the Alabama Department of Labor, Child Labor Division, 649 Monroe Street, Montgomery, Alabama 36131.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	1

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<b>UNEMPLOYMENT COMPENSATION</b>				
480-4-2-.14	Employing Unit's Record	(1) Every employing unit having employment performed for it shall maintain records as hereinafter indicated and shall preserve such records in a manner to afford reasonable protection against damage or loss for a period of not less than five years after the calendar year in which the remuneration with respect to such services was paid, or, if not paid, was due	25-4-116	0
480-4-2-.14	Employing Unit's Record	(2) Form and Contents. Such records shall be kept in such form as to make it possible to determine through inspection true and accurate information with reference to each worker as follows	25-4-116	0
480-4-2-.14	Employing Unit's Record	(i) When it appears to the Director that an employing unit has failed to maintain the records of employment required by Code of Ala. 1975, §25-4-116 and these rules the Director shall:	25-4-116	0
480-4-2-.14	Employing Unit's Record	(i) 2. The Director shall demand in writing that such employer keep and maintain the payroll records required by this rule. Such demand notice of non-compliance shall be personally served upon the employing unit or sent by registered or certified mail to the employing unit's last known address.	25-4-116	0
480-4-2-.14	Employing Unit's Record	(i) 3. Failure to keep true and adequate records shall result in fines and penalties as prescribed in Code of Ala. 1975, §25-4-116 and 25-4-145 of the law.	25-4-116 25-4-145	0
480-4-2-.14	Employing Unit's Record	(3) In the event any employing unit maintains employment records elsewhere than in the State of Alabama, such employing unit shall designate an agent in the State of Alabama from whom such records may be requisitioned by the Director or his authorized representative, and any information contained therein shall be delivered to such agent by the employing unit upon demand therefor by the Director or his authorized representative	25-4-116 25-4-145	0
480-4-2-.15	Identification Of Workers - Social Security Account Numbers.	(1) Every employer shall ascertain the social security account number of each worker employed by him in employment.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.15	Identification Of Workers - Social Security Account Numbers	(2) If an employer has in his employ a worker engaged in employment who does not have such an account number, he shall request the worker to show	25-2-7, 25-2-8 and 25-4-111	0

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		him a receipt issued by an office of the Social Security Administration indicating that the worker has filed an application for an account number. The receipt shall be retained by the worker.		
<b>480-4-2-.15</b>	Identification Of Workers - Social Security Account Numbers	(3) If a worker fails to report to his employer his correct account number or to show him a receipt issued by an office of the Social Security Administration indicating that he has filed an application for an account number, the employer shall inform the worker that Regulation 106 of the Bureau of Internal Revenue, United States Treasury Department, under the Federal Insurance Contributions Act, provides that:	25-2-7, 25-2-8 and 25-4-111	0
<b>480-4-2-.15</b>	Identification Of Workers - Social Security Account Numbers	(a) Each worker shall report to every employer for whom he is engaged in employment his social security number and his name exactly as shown on the account number card issued to him by the Social Security Administration.	25-2-7, 25-2-8 and 25-4-111	0
<b>480-4-2-.15</b>	Identification Of Workers - Social Security Account Numbers	(b) Each such worker who has not secured an account number shall file an application for an account number on Form SS-5 of the Treasury Department, Bureau of Internal Revenue. The application shall be filed on or before the seventh day after the date on which the worker first performs employment for wages; except that the application shall be filed on or before the date the worker leaves the employ of his employer if such date precedes such seventh day. Copies of Form SS-5, "Application for a Social Security Account Number" can be secured at any field office of the Social Security Administration, a public employment office or at the local post office	25-2-7, 25-2-8 and 25-4-111	0
<b>480-4-2-.15</b>	Identification Of Workers - Social Security Account Numbers	(c) If, on the fourteenth day after the date on which the worker first performs employment for wages for the employer, or on the day on which he leaves the employ of the employer, whichever is the earlier, the worker does not have an account number and has not shown the employer a receipt issued to the worker by an office of the Social Security Board indicating that he has filed an application for an account number, the worker shall furnish the employer an application on Form SS-5, completely filled in and signed by the worker. If a copy of Form SS-5 is not available, the worker shall furnish the employer a written statement, signed by the worker, of the date of the statement, the worker's full name and address, date and place of birth, father's full name, mother's full name before marriage, worker's sex and race, and a statement as to whether the worker had previously filed an application on Form SS-5 and, if	25-2-7, 25-2-8 and 25-4-111	2

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		so, the date and place of such filing. Furnishing the employer with an executed Form SS-5, or statement in lieu thereof, does not relieve the worker of his obligation to make an application on Form SS-5 as required in subsection (2) of this section.		
480-4-2-.15	Identification Of Workers - Social Security Account Numbers	(4) Every employer shall inform his workers, in instances in which the information is pertinent, that in accordance with Regulation 106 of the Bureau of Internal Revenue, United States Treasury Department	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.15	Identification Of Workers - Social Security Account Numbers	(5) If a worker fails to comply with the requirements enumerated under Paragraph (3) of this rule, his employer shall execute a Form SS-5, "Application for a Social Security Account Number," or statement signed by the employer, setting forth as fully and as clearly as possible the worker's full name, his present or last known address, date and place of birth, father's full name, mother's full name before marriage, the worker's sex and race, and a statement as to whether an application for an account number has previously been filed by the worker, and if so, the date and place of such filing. The execution of a Form SS-5 or submission of a statement in lieu thereof by the employer does not relieve the worker of his obligation to make an application on Form SS-5 as required under subparagraph (3)(b)	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.15	Identification Of Workers - Social Security Account Numbers	(6) Every employer shall report a worker's account number in making any report required by the Director with respect to such worker. If the worker has no such number, but has shown his employer a receipt indicating that he has filed application for one, the employer shall, in making any report required by the Director with respect to such worker, report the date of issue of the receipt, its termination date, the address of the issuing office, and the name and address of the worker exactly as shown in the receipt. If the worker fails to show his employer either such number or such receipt, the employer shall attach to any report required by the Director with respect Labor Chapter 480-4-2 Supp. 12/31/20 4-2-7 to such worker the statement or Form SS-5 executed in compliance with Section (3)(c) or Section (5) of this rule.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.16	General Reports.	(1) Reports and Instructions. Every employing unit shall make such reports as the Director may require and shall comply with instructions printed upon any report form issued by the Director pertaining to the preparation and return of such report. (See Rule 480-4-1-.07.	25-2-7, 25-2-8 and 25-4-111	0

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480-4-2-.16	General Reports.	(2) Employing Units required to File Report to Determine Liability. Each employing unit engaged in doing business in the State of Alabama on or after January 1, 1944, shall file a report to determine liability with the Unemployment Compensation Agency on a form supplied by the Department. Every employing unit which subsequently begins business in the State of Alabama in any manner whatsoever, whether by succession to a business already being operated, by starting a new business, by change in partnership, or otherwise, shall, within 20 days after beginning such business, inform the Department of that fact, request the report to determine liability, and make and file the report as required.	25-2-7, 25-2-8 and 25-4-111	2
480-4-2-.16	General Reports.	(3) Change in Status. Every subject employer who shall sell, convey, or otherwise dispose of his business, or all or any substantial part of the assets thereof, or who shall cease business for any reason, whether voluntarily or by being in bankruptcy, or otherwise, shall immediately report such fact, in writing, to the Director, stating the name and address of the person, firm or corporation to whom such business, or all or any substantial part of the assets thereof, shall have been sold, conveyed or otherwise transferred, and in cases of bankruptcy, receivership or similar situations, such employer shall report the name and address of the trustee, receiver, or other official placed in charge of the business. Upon the death of any employer, such report shall be made by his personal representative upon his appointment by the court. In the event no personal representative is appointed, such report shall be made by the heir, or heirs, succeeding to the interest of the employer. In the event of a dissolution of partnership or joint Chapter 480-4-2 Labor Supp. 12/31/20 4-2-8 venture, such report shall be made by the former partners or joint adventurers.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.16	General Reports.	(4) For the purpose of paragraph (3) of this rule, "substantial" part of a business shall be any identifiable part which, if considered alone, would constitute the employing unit an employer subject to the provisions of the unemployment compensation law	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(1) Payments of contributions or payments in lieu of contributions required under the unemployment compensation law shall be submitted by each employer with contribution reports and wage-earning reports in accordance	25-2-7, 25-2-8 and 25-4-111	0

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		with the provisions of this rule. Payments shall be made as described in subsection (a), (b), and (c) below, under this Section (1)		
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(a) Acting under the provisions of Code of Ala. 1975, §14-1-23, the Alabama Department of Industrial Relations hereby establishes a requirement that payments of \$25,000 or more shall be made by electronic funds transfer through the use of an Automated Clearing House debit transaction.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(b) Employers filing electronic or Interactive Voice Response System contribution and wage reports under the provisions of the Department of Industrial Relations Administrative code 480-4-2-.32 shall make payments by electronic funds transfer through the use of an Automatic Clearing House debit transaction	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(a) Except as otherwise provided in sections 3-7 of this rule, contributions shall be payable for each calendar quarter with respect to wages paid during such calendar quarter for employment occurring on or after January 1, 1940	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(b) Except as otherwise provided in subsections (2)(c) through 2(g) of this rule, quarterly contributions shall become due on or before the last day of the month next following the close of the quarter for which they are payable and shall become delinquent on the first working day of the following month.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(c) The first contribution payment of any employing unit which becomes an employer at any time during a calendar year shall become due on, and shall be paid on or before, the last day of the month next following the close of the calendar quarter in which such employing unit satisfies the conditions with respect to becoming an employer. Such payment shall include contributions which have accrued for the entire period beginning January 1 of such calendar year up to and including the calendar quarter in which the employing unit satisfies the conditions with respect to becoming an employer; provided, the first contribution payment of any employing unit which elects, with the written approval of such election by the Director, to become an employer, shall become due on, and shall be paid on or before, the last day of the month next following the close of the calendar quarter in which the conditions of becoming an employer by election are satisfied, and shall include contributions with respect to all wages paid for employment occurring on and after the date stated in such approval (as of which date such employing unit became an employer) up to and	25-2-7, 25-2-8 and 25-4-111	0

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		including the calendar quarter in which the conditions of becoming an employer by election are satisfied.		
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(d) Whenever the Director or his authorized representative has, in writing, advised an employing unit that it has been determined not to be an employer or that services for it do not constitute employment, and it is thereafter established that there did exist a legal obligation on the part of such employing unit to pay contributions, such accrued contributions shall become due with accrued interest thereon 15 days after such employing unit is informed of its liability	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(f) The Director may, at his discretion upon such findings or upon such request of an employer, require payment of contributions from such employer monthly rather than quarterly. Monthly contributions shall become due on, and shall be paid on or before, the tenth day of the month next following the close of the month for which they are payable.	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(g) The Director may at his discretion furnish an employer written permission to pay delinquent contributions in installments. Any arrangement for payment in installments must make provision for the payment of interest on the past due delinquent contribution balances beginning with the last day of the month following the period with respect to which such contributions accrued and ending with the date on which each such installment is paid. In the event that such employer fails to pay an installment in full when it falls due, the entire unpaid balance of contributions, interest and penalty will become due including any additional interest accrued to the date of payment. No written permission for the payment of contributions in installments shall preclude subsequent collection action pursuant to Code of Ala. 1975, §25-4-134 of the law against such employer under the provisions of subparagraph (1) (a) 4 of this rule.	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(h) Payment of contributions and reports received through the mail shall be deemed to have been made and received by the Department on the date of an official U.S. Postal Service postmark. Postal meters will not substitute for official U.S. Postal Service postmark.	25-2-7, 25-2-8 and 25-4-111	0

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480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(a) Each non-profit reimbursing employer or group of such employers shall at the end of the calendar quarter or any other period that the Director may prescribe pay the total amount of regular benefits plus one-half of the extended benefits paid to any former employee during such quarter. Such payments shall be made within 20 calendar days after notice of billing is mailed by the Director	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(b) Each reimbursing governmental employer shall submit their computed advance payment amounts to the Director on or before the 10th day of the beginning of each calendar quarter	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(a) Each employer shall not later than the due date required for the payment of contributions, file a quarterly employer's contribution and wage report for such quarter by phone (Interactive Voice Response System or internet) based upon wages paid with respect to employment within this state and computed in accordance with the Code and these rules	25-2-7, 25-2-8 and 25-4-111	2
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	1. For those nonprofit employers and state and local government employers whose payment is a reimbursement of benefits paid, the reimbursing employers' quarterly report together with the report reflecting employment and wage shall be filed with the Director on or before the due date in accordance with the instructions contained thereon. Reports shall be filed for each quarter during which the employer is subject to the law.	25-2-7, 25-2-8 and 25-4-111	2
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	2. Failure to receive report forms shall not relieve the employer from the responsibility for filing required forms on or before the due date or to pay any contribution due.	25-2-7, 25-2-8 and 25-4-111	0
		3. Employer to file report even when no payroll. Every qualified or subject employer is required to send in an employer's wage and contribution or a wage report each quarter even though an employer finds that for some particular quarter no contributions are due, or they have no employees during the period covered	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	4. The signature or electronic authorization of the owner, responsible officer, or authorized agent of the employer will be required certifying that the information is true and correct to the best of the signer's knowledge and belief.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	5. A copy of each such report shall be preserved by each such employer for a period of 5 years from the end of the calendar year in which the quarterly report falls within.	25-2-7, 25-2-8 and 25-4-111	0

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480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(5) Interest prescribed by the Unemployment Compensation Law on a delinquent contribution or reimbursing payment shall be computed from and including the day following the due date up to and including the day payment is made, as shown by the date of the official U. S. Postal Service postmark thereon, if mailed. Interest shall be computed at the rate of one percent for each full month and for any period of less than one full month at the rate of one thirtieth (1/30) of one percent for each day or fraction thereof.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(6) Penalties. Failure to submit payments and reports as required in accordance with instructions thereon and as provided in the above rules shall be subject to penalties imposed under Code of Ala. 1975, §§25-4-53, 25-4-133 and 25-4-145 of the Law.	25-2-7, 25-2-8 and 25-4-111	2
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(7) Waiver of Interest and/or Penalties. The Director or his designees may for good reason compromise or waive any civil penalty or interest charge arising under provisions of the law if the imposition of interest and/or penalty would be deemed to be inequitable. In the request for compromise or waiver of any interest or penalty imposed by the provisions of law, the burden shall be upon the employer to establish to the satisfaction of the Director or his designees that the imposition of interest and/or penalty would be inequitable.	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(a) When delinquency exists in the employer's account and payment in an amount less than the total amount due is submitted, the Agency shall apply the payment to the delinquency in such a manner as the employer directs.	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.17	Contribution Payments, Reimbursement Payments And Reports	(b) In the absence of specific directions, the Agency shall apply a partial payment in such a manner as to satisfy all contributions due first, followed by interest and then penalty.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.18	Filing Of Surety Bond, Cash Deposit Or Interest-Bearing Deposit For Non-Profit Organizations	(1) The Department shall require a surety bond, cash deposit or interest-bearing deposit from non-profit organizations electing to make payments in lieu of contributions. The surety shall not be in excess of the rate prescribed in Code of Ala. 1975, §25-4-51(b)(7)a. nor less than 0.5 percent of the past year's payroll as defined therein (if there was no payroll, then the estimated payroll for the current year) as determined by the Unemployment Compensation Agency	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.18	Filing Of Surety Bond, Cash Deposit Or Interest-Bearing	(2) Certain factors shall be taken into consideration in determining the rate. These include, but shall not be limited to	25-2-7, 25-2-8 and 25-4-111	0

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<b>480-4-2-.18</b>	Filing Of Surety Bond, Cash Deposit Or Interest-Bearing Deposit For Non-Profit Organizations	(3) The surety bond will be filed on a form furnished or approved by the department and <b>shall</b> be issued by an organization licensed and authorized to issue bonds in this state. The surety bond shall be in force for not less than two full calendar years and shall be renewed not less frequently than at two-year intervals. The Director shall <b>require</b> adjustments in a previously filed bond as he/she deems appropriate.	25-2-7, 25-2-8 and 25-4-111	0
<b>480-4-2-.18</b>	Filing Of Surety Bond, Cash Deposit Or Interest-Bearing Deposit For Non-Profit Organizations	(4) Money deposited as a surety bond, <b>shall</b> be maintained by the Director in an escrow account and may be used to satisfy any unpaid payments in lieu of contributions. The Director may review the adequacy of the cash deposit and require adjustments in the amount as he/she deems necessary	25-2-7, 25-2-8 and 25-4-111	0
<b>480-4-2-.18</b>	Filing Of Surety Bond, Cash Deposit Or Interest-Bearing Deposit For Non-Profit Organizations	(5) Money deposited as surety in interest-bearing accounts <b>shall</b> be held in an account assigned to the Director in a bank or financial institution licensed to do business in Alabama. The bank or financial institution <b>must</b> file a collateral security agreement on a form furnished or approved by the department. An assignment of depository account will be filed on a form furnished or approved by the department and monthly statements of the account <b>shall</b> be issued by the financial institution where the deposit is held to the Department. The Director <b>shall require</b> adjustments in the amount of deposit as deemed necessary	25-2-7, 25-2-8 and 25-4-111	0
<b>480-4-2-.19</b>	Employer Responsibilities	Every employer (including every employing unit which has, with the approval of the Secretary, become an employer by election under the provisions of the law) <b>shall</b> provide notification of the potential availability of unemployment benefits to individual employees at the time of their separation from employment. Notices to the employees may be made by letter, email, text message, or flyer, and must contain the following information:	25-2-7, 25-2-8 and 25-4-111	0

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480-4-2-.19	Employer Responsibilities	Every employer shall additionally post and maintain printed notices to its workers informing them that it is liable for contributions under the Alabama Unemployment Compensation Law and has been so registered by the Secretary. Such notices shall be furnished by the Secretary in such numbers as he/she may determine to be necessary and shall be posted and maintained in conspicuous places near the actual location where the workers' services are performed. Such notices shall also include information as to the workers' rights to benefits and instructions as to the procedure for registering for work and for filing claims for benefits. No such notice shall be posted or maintained by any person or employing unit to whom an unemployment compensation account number has not been assigned by the Secretary or who has ceased to be an employer.	25-2-7, 25-2-8 and 25-4-111	5
480-4-2-.19	Employer Responsibilities	(a) When a former employee files a new or additional claim for unemployment compensation, the Alabama Unemployment Compensation Agency notifies the last bona fide employer and requests information regarding the reason for the claimant being separated. This employer must return the Form BEN 241, Request for Separation Information, by no later than the response due date listed on the form. Failure of the employer to provide this information may be construed to mean that the separation was under conditions that would not be disqualifying. Failure of the employer to provide this information may also deny relief of charges to the employer's experience rating for an overpayment that is caused by the separating employer's failure to respond timely or adequately.	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.19	Employer Responsibilities	1. An employer may request a separate mailing address for the purpose of receiving requests for separation information and other correspondence regarding a claim for unemployment benefits. This address is in addition to the address to which the quarterly tax reports are to be mailed. A request for a separate mailing address shall be in writing and signed by the employer or its authorized representative. The name and address of each separate unit must be included. All requests will be subject to approval by the Secretary or his/her authorized representative. If approved, proper reporting instructions will be mailed to the employer. The Secretary may for good cause and after proper notice to the employer revoke the approval for separate mailing addresses	25-2-7, 25-2-8 and 25-4-111	2

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480-4-2-.19	Employer Responsibilities	2. The date of mailing, as disclosed by the official U.S. Postal Service postmark, shall be the date that the information was furnished. If the information is received by any method other than the U.S. Mail, the date of actual receipt shall govern.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.19	Employer Responsibilities	1. Once a claim is filed, the last separating employer is furnished a Notice of Claim and Request for Separation Information, (Form Ben-241). Base period employers other than the last separating employer are notified of the claim by a Notice of Potential Charge to Your Tax Rating Account (Form Ben-8A). Information furnished by the respective employers in response to these will be considered timely notice to the Secretary as required by Section 25-4-78(3)a, and acted upon accordingly, including monetary redetermination of the claim, provided such response is furnished to the Agency within the time specified on either form. (The required return date and local office address is printed on each Ben 241. Form Ben 8A must be returned to the Department of Labor, Unemployment Compensation Agency, 649 Monroe Street, Montgomery, Alabama 36131, within fifteen (15) days following the mailing date shown on the form).	25-2-7, 25-2-8 and 25-4-111	3
480-2-.20	Successorship Or Merger Of Non-Profit Employers	(3) If two or more non-profit employers, regardless of benefit financing, are absorbed into a third, newly established organization, that organization shall be considered liable under the successorship clauses, but shall be given the initial option of benefit financing as if it were a newly liable, non-profit employer.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.21	Wages And Value Of Remuneration Other Than Cash	(3) The Director shall determine or approve the reasonable cash value of all payments in kind, and the cash value as so determined or approved shall be used for purposes of all contributions and benefit determinations.	25-2-7, 25-2-8 and 25-4-111	2
480-4-2-.21	Wages And Value Of Remuneration Other Than Cash	(4) If a reasonable cash value for such board, lodging, or other payment is agreed upon in any contract of hire, expressed or implied the amount so agreed upon, if more than rates prescribed by the Director, shall be deemed the value of such board, lodging, or other payment in no case shall the reasonable cash value be less than the board and lodging rates prescribed herein	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.21	Wages And Value Of Remuneration Other Than Cash	(5) Until and unless in a given case a rate for board and lodging is determined to be otherwise by the Director, board and lodging furnished in addition to money wages, shall be deemed to have not less than the following reasonable cash value	25-2-7, 25-2-8 and 25-4-111	0

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480-4-2-.22	Group Accounts	(1) For the purpose of Code of Ala. 1975, §25-4-51(b) (9), Alabama Unemployment Compensation Law, two or more eligible employers with substantial common interest may file a joint written application for establishment of a group account. The written application shall identify the various members of the group and a group representative to act as agent for the group and shall be accompanied by written proof of action by the ruling body of each member. If the application is approved, the Director shall establish the group account in accordance with the provisions of Code of Ala. 1975, §25-4-51(b)(9).	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.22	Group Accounts	(3) The representative, acting as agent for the members of such group account, shall be responsible for dealing with the Director relative to obligations of each member under the law making all payments to the Director, and all notices and statements from the Director as required in said law sent to said representative shall be deemed to have been sent to any member of the group to whom it might relate.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.22	Group Accounts	(4) Any surety bond or cash deposits required to be furnished by the provisions of Code of Ala. 1975, §25-4-51(b)7 of the Alabama Unemployment Compensation Law shall be for the group and the amount thereof shall be determined in the same manner as it provided in Rule 480-4-2-.18.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	(1) Applications for Review and Protest. All applications for review of determinations regarding the taxing provisions and all protests as provided for herein must be in writing...Such application of protest must be received from the employer within the time period prescribed by statute or rules.	25-2-7, 25-2-8 and 25-4-111	2
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	(2) Burden of Proof. The original determination of the Agency shall be considered prima facie correct. The burden of proof shall be on the protesting party to establish by evidence that the determination of the Agency was in error	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements,	(3) Determination of liability of the Employer.....upon receipt of all the required information prescribed by statute....request shall be made within fifteen (15) days of the date the notice of determination is mailed and shall be directed to Tax Operations, Status Unit.	25-2-7, 25-2-8 and 25-4-111	1

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	Assessment And Misclassified Worker Status			
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	With respect to newly liable employers only...The liability determination shall be prima facie correct, and the burden shall be on the employer to show that such liability determination is not correct.	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	For those employers who become liable due to the acquirement of another company...The liability determination shall be prima facie correct, and the burden shall be on the employer to show that such liability determination is not correct.	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	(c) The review process of the benefit wage charge statement shall be conducted pursuant to the Code of Ala. 1975, §25-4-54(c)(4) of the Alabama Unemployment Compensation Law.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	(c) If the employer fails to make and file reports with this Department, the Secretary may issue a written notice by registered or certified mail to the employer's last known address of record provided by the employer or employer's representative. Within fifteen (15) days from the date of notice, such employer fails or refuses to make a report(s), the Secretary shall make a report(s) as he/she may reasonably obtain, and shall issue an assessment upon contributions and penalties due thereon and interest at the rate of one percent per month, or fraction thereof, from the date such contributions were due. Once this time has passed and the employer has not voluntarily provided the reports, the Department will make an assessment of the amount due and send by certified mail to the employer a notice of this final assessment. The employer must request an administrative hearing within fifteen (15) days and show cause as to why the assessment should not be final. The employer may at that time provide correct wage information for the quarters due. This hearing is not a formal hearing but is a time in which to provide the actual payroll records. This assessment shall be final unless an appeal is made within thirty days of the	25-2-7, 25-2-8 and 25-4-111	2

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		date of the final assessment pursuant to Code of Ala. 1975, §25-4-134(3)b. This appeal pertains only to those numbers used for the assessment and will not be considered an appeal to the liability of an employer or independent contractor status of employees		
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	(d) Employer <b>must</b> pay the assessment so made before the appeal is due or post a supersedes bond.	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	(e) If the employer fails to make full payment on reports which have been filed with this Department within thirty (30) days of the date due, the Secretary may assess the correct amount of contributions, penalties due thereon and interest at the rate of one percent per month, or fraction thereof, from date such contributions were due. This assessment <b>shall</b> be final unless an appeal is made within thirty days of the date of the final assessment pursuant to Code of Ala. 1975, §25-4-134(3)b. This appeal pertains only to those numbers used for the assessment and will not be considered an appeal to liability of he employer or independent contractor status of employees. There is no opportunity for an administrative hearing and the employer <b>must</b> appeal to Circuit Court within Montgomery County, the county where the employer resides, or his/her business is located.	25-2-7, 25-2-8 and 25-4-111	2
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	(f) Employer <b>must</b> pay the assessment so made before the appeal is due or post a supersedes bond.	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	(g) If the employer makes a report(s) with this Department found to be incorrect, incomplete or insufficient, the Secretary may issue a written notice by registered or certified mail to his/her last known address of record. If within fifteen (15) days from the date of notice, such employer fails or refuses to make such report(s) complete, correct or sufficient, the Secretary shall make a report(s) as he/she may reasonably obtain, and shall without further notice or	25-2-7, 25-2-8 and 25-4-111	2

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		hearing assess contributions and penalties due thereon and interest at the rate of one percent per month, or fraction thereof, from the date such contributions were due. This assessment shall be final unless an appeal is made within thirty days of the date of the final assessment pursuant to Code of Ala. 1975, §25-4-134(3)b. This appeal pertains only to those numbers used for the assessment and will not be considered an appeal to the liability of an employer or independent contractor status of employees. There is no opportunity for an administrative hearing and the employer must appeal to Circuit Court within Montgomery County, the county where the employer resides, or his/her business is located		
480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	(h) Employer <b>must</b> pay the assessment so made before the appeal is due or post a supersedes bond.	25-2-7, 25-2-8 and 25-4-111	1

480-4-2-.23	Application For Protest And Review Of Tax Rate, Liability, Benefit Charge Statements, Assessment And Misclassified Worker Status	(a) If the employer disagrees with the final determination, an administrative review of the facts involved in the decision will be conducted at the written request of the employer. The request <b>shall</b> be made within thirty (30) days of notice of determination mail the date the notice of determination is mailed and <b>shall</b> be directed to the attention of Tax Operations. This appeal request should be made by a corporate officer or duly authorized power of attorney.	25-2-7, 25-2-8 and 25-4-111	1
		(d) Employer must pay the assessment so made before the appeal is due or post a supersedes bond	25-2-7, 25-2-8 and 25-4-111	1
480-4-2-.24	Appointment Of Hearings Officer On Contested Tax Cases	(1) The appointment of a hearing officer in tax matters <b>shall</b> be in accordance with Rule 480-1-1-.05.	25-2-7, 25-2-8 and 25-4-111	1

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<b>480-4-2-.24</b>	Appointment Of Hearings Officer On Contested Tax Cases	(2) The proceedings on any contested tax matters before a hearings officer <b>shall</b> be presented and heard generally in the manner prescribed in rules 480-1-4-.06 through 480-1-4-.09.	25-2-7, 25-2-8 and 25-4-111	1
<b>480-4-2-.24</b>	Appointment Of Hearings Officer On Contested Tax Cases	(3) The decision and subsequent appeal rights <b>shall</b> be in accordance with the Code of Ala. 1975, §§25-4-54(c)(4), 25-4-54(h), 25-4-97 and 25-4-134.	25-2-7, 25-2-8 and 25-4-111	1
<b>480-4-2-.25</b>	Agents, Other Individuals Or Firms Representing Employers In Unemployment Compensation Matters.	(1) An agent, tax practitioner, accounting firm, attorney, or any other firm or individual that represents or intervenes on behalf of an employer in any unemployment compensation matter <b>shall</b> have on file with this department:	25-2-7, 25-2-8 and 25-4-111	1
<b>480-4-2-.25</b>	Agents, Other Individuals Or Firms Representing Employers In Unemployment Compensation Matters.	(c) These documents <b>must</b> contain the following:	25-2-7, 25-2-8 and 25-4-111	1
<b>480-4-2-.25</b>	Agents, Other Individuals Or Firms Representing Employers In Unemployment Compensation Matters.	In the event that the power of attorney is beyond the twelve (12) month period requested, the employer may indicate an existing relationship between the employer and the agent or firm representing the employer by written letter to the Department of Labor. The letter <b>must</b> be written on company letterhead, signed by a corporate officer or sole proprietor, <b>must</b> state the agent or firm is authorized to represent the employer in both benefit and/or tax matters, and <b>must</b> be accompanied by the original power of attorney	25-2-7, 25-2-8 and 25-4-111	3
<b>480-4-2-.26</b>	Termination Of Employer Accounts.	(1) Once an employing unit is determined liable it <b>shall</b> remain liable until it is terminated under one of the provisions provided by law:	25-2-7, 25-2-8 and 25-4-111	0
		An employer who has no employees or payroll temporarily or has ceased to operate his business will not be terminated unless one of the above criteria is met but can, be administratively inactivated upon the recommendation by the department or upon the written request of the employer. Upon the determination and approval of the recommendation or request, the department <b>shall</b> notify the employer by written notice sent to his last known address of record. The notice <b>shall</b> inform the employer of his inactive status, that no quarterly reporting forms will be forthcoming, and he is to notify the Department immediately should he resume paying wages in Alabama. If, at any time prior to termination of coverage, an inactive account is found to have paid wages employed individuals in any quarter which causes the termination	25-2-7, 25-2-8 and 25-4-111	2

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		criteria not to have been met, such employer account shall be reactivated (reassigned) with a contribution rate computed by the department. The employer shall be sent a written notice of his reactivation (reassignment) and contribution rate to his address of record. All appropriate quarterly reports and contributions will be obtained.		
480-4-2-.27	Employer Elections To Cover Multistate Workers	(1) Arrangement. The following rule shall govern the Alabama Unemployment Agency in its administrative cooperation with other states subscribing to the Interstate Reciprocal Coverage Arrangement, hereinafter referred to as the Arrangement.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	(e) Services "customarily performed" by an individual in more than one jurisdiction means services performed in more than one jurisdiction during a reasonable period, if the nature of the services gives reasonable assurance that they will continue to be performed in more than one jurisdiction or if such services are required or expected to be performed in more than one jurisdiction under the election	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	(a) Any employing unit may file an election, on Form UC-RC-8, to cover under the law of a single participating jurisdiction all of the services performed for him by any individual who customarily works for him in more than one participating jurisdiction. Such form shall contain a statement to the effect that such individual consents to such election	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	(b) The agency of the elected jurisdiction (thus selected and determined) shall initially approve or disapprove the election	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	If such agency approves the election, it shall forward a copy thereof to the agency of each other participating jurisdiction specified thereon, under whose employment compensation law the individuals in question might, in the absence of such election, be covered. Each such interested agency shall approve or disapprove the election, as promptly as practicable; and shall notify the agency of the elected jurisdiction accordingly	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	(c) If the agency of the elected jurisdiction, or the agency of any interested jurisdiction, disapproves the election, the disapproving agency shall notify the elected jurisdiction and the electing employing unit of its action and of its reason therefor	25-2-7, 25-2-8 and 25-4-111	0

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480-4-2-.27	Employer Elections To Cover Multistate Workers	(d) Such an election shall take effect as to the elected jurisdiction only if approved by its agency and by one or more interested agencies. An election thus approved shall take effect, as to any interested agency, only if it is approved by such agency.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	(a) Commencement. An election duly approved under this regulation shall become effective at the beginning of the calendar quarter in which the election was submitted, unless the election, as approved, specifies the beginning of a different calendar quarter. If the electing unit requests an earlier effective date than the beginning of the calendar quarter in which the election is submitted, such earlier date may be approved solely as to those interested jurisdictions in which the employer had no liability to pay contributions for the earlier period in question.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	1. The application of an election to any individual under this regulation shall terminate, if the agency of the elected jurisdiction finds that the nature of the services customarily performed by the individual for the electing unit has changed, so that they are no longer customarily performed in more than one participating jurisdiction. Such termination shall be effective as of the close of the calendar quarter in which notice of such funding is mailed to all parties affected	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	2. Except as provided in sub-paragraph (1), each election approved hereunder shall remain in effect through the close of the calendar year in which it is submitted, and thereafter until the close of the calendar quarter in which the electing unit gives written notice of its termination to all affected agencies.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	3. Whenever an election under this regulation ceases to apply to any individual under sub-paragraph (1) or (2) the electing unit shall notify the affected individual accordingly.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	(i) The electing unit shall promptly notify each individual affected by its approved election, on the Form UC-RC-7, supplied by the elected jurisdiction, and shall furnish the elected agency a copy of such notice	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.27	Employer Elections To Cover Multistate Workers	(ii) Whenever an individual covered by an election under this regulation is separated from his employment, the electing unit shall again notify him, forthwith, as to the jurisdiction under whose unemployment compensation law his services have been covered. If at the time of termination the individual is	25-2-7, 25-2-8 and 25-4-111	0

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		not located in the elected jurisdiction, the electing unit <b>shall</b> notify him as to the procedure for filing interstate benefit claims.		
480-4-2-.27	Employer Elections To Cover Multistate Workers	(iii) The electing unit <b>shall</b> immediately report to the elected jurisdiction any change which occurs in the conditions of employment pertinent to its election, such as cases where an individual's services for the employer cease to be customarily performed in more than one participating jurisdiction or where a change in the work assigned to an individual requires him to perform services in a new participating jurisdiction	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.28	Credit For Rehire Of Former Employees	The law provides for certain credits to employer's benefit wage records because of reemployment by such employers of their former employees who have drawn unemployment compensation benefits. Any employer claiming a credit to his benefit wage record because of his reemployment of a former employee, <b>shall</b> file a notice on Form UC-213. Form UC-213 <b>must</b> be fully completed and filed with the Experience Rating Section, Department of Industrial Relations, 649 Monroe Street, Montgomery, Alabama 36130, and <b>must</b> be received timely as provided in Code of Ala. 1975, §25-4-54(c)(3) as amended. A receipt for Form UC-213 will be furnished to the employer upon request.	25-2-7 25-2-8 25-4-111 25-4-54(c)(3)	0
480-4-2-.29	Back Pay Awards	(iii) The employer making the payment <b>must</b> deduct the amount of the overpayment from the payment and immediately transmit that amount to the Department, except in those cases resulting from action by the National Labor Relations Board.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.29	Back Pay Awards	(iv) The amount of restitution <b>must</b> be credited against the overpayment and the claimant's MBA restored.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.29	Back Pay Awards	(b) The law requires the employer to deduct the overpayment amount from the award except in those cases resulting from action by the NLRB. The employer <b>must</b> determine the amount to be deducted, by preparing a Notice of Back Pay Award (Form BEN-290) or such other form as the Director may prescribe. This notice contains a request that the Department compute the amount of benefits paid to the employee in question. This request will be processed and the employer notified of the amount of overpayment to be collected.	25-2-7, 25-2-8 and 25-4-111	0
480-4-2-.29	Back Pay Awards	(d) Because of an agreement between the Department and the NLRB as a result of a Supreme Court decision, the employer deduction requirement of Code of Ala. 1975, §25-4-78(f) is not to be applied to back pay awards resulting from a	25-2-7 25-2-8 25-4-111	1

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		National Labor Relations Board back pay order, settlement agreement or adjustment. Therefore, an employer will no longer be <b>required</b> to deduct and transmit benefits previously paid to the employee, from a back-pay award resulting from National Labor Relations Board involvement. All employers will be <b>required</b> to continue providing the Department with notice of the issuance of a National Labor Relations Board back pay award prior to payment to the employee on Form Ben 290, currently in use. Form Ben 290 should be forwarded to the attention of Claims Investigation and Collections Unit, Department of Industrial Relations, Montgomery, as far in advance of the issuance of the award as is possible to facilitate collection arrangements	25-4-78(f)	
480-4-2-.30	Charging And Non-Charging Benefit Wages	(1) With respect to the provisions of Code of Ala. 1975, §25-4-16, Wages; Code of Ala. 1975, §25-4-51, Rate of Contributions; Code of Ala. 1975, §25-4-54, Contribution rates for employers chargeable with benefit wages; and Code of Ala. 1975, §25-4-78, Disqualification for Benefits, of the Alabama Unemployment Compensation Law, every employer <b>shall</b> be charged or non-charged with benefit wages in accordance with above statutes. In addition to those categories of employers specifically identified, benefit wage charges <b>shall</b> be made against covered Alabama employers in those cases where former employee-claimants are paid benefits, based on Alabama wages, by another state, hereinafter called the "paying state" under the combined wage arrangement.	25-2-7 25-2-8 25-4-111 25-4-16 25-4-51 25-4-54 25-4-78	2
480-4-2-.30	Charging And Non-Charging Benefit Wages	1. Employers paying contributions to the Fund on a tax rate basis <b>shall</b> be charged with benefit wages resulting from claims paid by the paying state under the combined wage arrangements on the same basis as if the benefits had been paid by the State of Alabama, except as set out below.	25-2-7 25-2-8 25-4-111	0
480-4-2-.30	Charging And Non-Charging Benefit Wages	2. Contributory employers <b>shall</b> be non-charged for benefit wages under the following circumstances:	25-2-7 25-2-8 25-4-111	0
480-4-2-.30	Charging And Non-Charging Benefit Wages	(3) For the purposes of making charges of benefit wages to contributory employers under these provisions charges <b>shall</b> be limited to those wages used by the paying state or the Alabama taxable wage base, whichever is less.	25-2-7 25-2-8 25-4-111	0

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480-4-2-.30	Charging And Non-Charging Benefit Wages	1. Reimbursing employers, those making payments in lieu of contributions as provided in Code of Ala. 1975, §25-4-51(a)(3), 25-4-51(a)(4) and 25-4-51(a)(5) of the Alabama Unemployment Compensation Law, shall be required to pay to the Fund an amount equal to the amount of regular benefits and the required share of extended benefits paid, that is attributable to service in the employ of such employer, to individuals for weeks of unemployment paid by the paying state under the combined wage arrangement on the basis of the base period and rates of payments used by the paying state.	25-2-7 25-2-8 25-4-111 25-4-51(a)(3) 25-4-51(a)(5)	2
480-4-2-.30	Charging And Non-Charging Benefit Wages	(c) Benefit wage charges and benefit cost based on wages paid by a reimbursing employer shall be made to the appropriate employer account upon receipt of a statement of benefit payments from the paying state. Such benefit wages shall be reflected on the quarterly Benefit Wage Charge Statement; and such benefit cost shall be reflected on the Statement of Benefit Cost; and on other statements and/or notices rendered reimbursing employers at the end of the quarter during which a statement is received from a paying state.	25-2-7 25-2-8 25-4-111	1
480-4-2-.31	Adjustments Or Refunds Of Employer And Employee Contributions	(1) Any adjustment or refund of contributions, interest and/or penalties, shall be made in accordance with the provisions of Code of Ala. 1975, §25-4-137(a)(b)(c)	25-4-137(a)(b)(c)	0
480-4-2-.31	Adjustments Or Refunds Of Employer And Employee Contributions	(2) Any application by an individual employee for refund of excess employee contributions paid to the Alabama Unemployment Compensation Agency shall be received within 4 calendar years after the calendar year for which the refund is requested.	25-4-137(a)(b)(c)	0
480-4-2-.32	Contribution And Wage Reporting Electronically	(1) Every employer subject to the provisions of the Alabama Unemployment Compensation Law with 5 or more employees covered by the Law shall submit the quarterly contribution and wage report required by the Law electronically (online internet filing, internet file transfer/upload), in lieu of paper, beginning with the report for the quarter ending June 30, 2008.	25-2-7, 25-2-8, 25-4-50, 25-4-111	1
480-4-2-.32	Contribution And Wage Reporting Electronically	(2) Every employer subject to the provisions of the Alabama Unemployment Compensation Law with 4 or less employees covered by the Law shall submit the quarterly contribution and wage report required by the Law by phone (Interactive Voice Response System) or internet in lieu of paper, beginning with the report for the quarter ending June 30, 2009.	25-2-7, 25-2-8, 25-4-50, 25-4-111	1

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480-4-2-.32	Contribution And Wage Reporting Electronically	(3) Applicability. (a) The determination of the applicability of this rule to a subject employer on the effective date of this rule shall be made by examining the number of employees reported on the quarterly wage reports for the previous fiscal year (July 1 through June 30)	25-4-116 25-4-51 25-4-54	0
480-4-2-.32	Contribution And Wage Reporting Electronically	1. If any of the previous fiscal year (July 1 through June 30) quarterly wage reports reported 25 or more employees, the employer shall be subject to this rule.	25-4-116 25-4-51 25-4-54	0
480-4-2-.32	Contribution And Wage Reporting Electronically	2. Any subject employer not reporting during the previous fiscal year (July 1 through June 30), or not reporting 5 or more covered employees during the previous fiscal year Labor Chapter 480-4-2 Supp. 12/31/20 4-2-39 (July 1 through June 30), shall become subject to this rule, effective with the quarterly wage report following the first quarterly wage report subsequent to the end of the previous fiscal year (July 1 through June 30) on which 5 or more covered employees were reported.	25-4-116 25-4-51 25-4-54	0
480-4-2-.32	Contribution And Wage Reporting Electronically	(b) The applicability of this rule to any employer becoming subject to the Law after June 30, 2008, shall be determined, based on the estimated number of covered employees; but the employer shall automatically become subject to this rule, effective with the quarterly wage report following the first quarterly wage report on which 25 or more covered employees were reported	25-4-116 25-4-51 25-4-54	0
480-4-2-.32	Contribution And Wage Reporting Electronically	(c) For the purposes of this rule, an employer having multiple reporting units shall be regarded as one employer. A bulk, filing system shall require master/subsidiary units to file electronically, as defined above, at the subsidiary unit level	25-4-116 25-4-51	0
480-4-2-.32	Contribution And Wage Reporting Electronically	(d) It shall be the responsibility of each employer to ascertain whether or not he is subject to this rule and to obtain reporting instruction	25-4-116 25-4-51 25-4-54	0
480-4-2-.32	Contribution And Wage Reporting Electronically	(e) Any tax preparer who receives remuneration for filing one or more tax reports as a third-party representative of an employer shall file all quarterly contribution and wage reports required by law electronically, in lieu of paper.	25-4-116 25-4-51 25-4-54	1
480-4-2-.32	Contribution And Wage Reporting Electronically	(f) When an employer becomes subject to this rule, that employer shall remain subject, even if the number of covered employees decreases to less than 25	25-4-116 25-4-51 25-4-54	1

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480-4-2-.32	Contribution And Wage Reporting Electronically	(5) The provisions of any other rule to the contrary notwithstanding, printed instructions made available by the Director for complying with this rule shall have the force and effect of rules issued by the Director.	25-4-116 25-4-51 25-4-54	0
480-4-2-.32	Contribution And Wage Reporting Electronically	(7) Certain circumstances may warrant a temporary waiver from the Director to allow an employer to file in another manner approved by the Department. Each waiver or deferral shall be subject to re-evaluation at any time and may be revised or rescinded at the discretion of the Director. Temporary waiver requests must be submitted in writing and must include the business name, address, account number, and Federal Identification Number for the employer. The request must state the reason(s) why any method other than electronic filing is necessary. No waiver may be granted for a period greater than one (1) year.	25-4-116 25-4-51 25-4-54	3
480-4-2-.32	Contribution And Wage Reporting Electronically	(8) Any employer granted a waiver from electronic filing or phone filing, or any employer not subject to electronic filing under this rule, shall be required to file using the phone (IVR System).	25-4-116	0
480-4-2-.32	Contribution And Wage Reporting Electronically	(9) The Department shall return or reject to the employer any contribution and wage reports filed in the improper format, as determined by the Department under the provisions of this rule, and such contribution and wage reports returned shall not be counted as filed. Any employer who fails to file timely any contribution and wage reports shall be subject to the penalties provided by Code of Ala. 1975, §25-4-133(b).	25-4-116 25-4-51 25-4-54	1
480-4-2-.33	Penalty Rate	The Alabama Department of Industrial Relations is cognizant that a minor mathematical error by a taxpayer can result in assessment of the penalty rate. In some cases, this could result in the imposition of a penalty severely disproportionate to the event which caused the penalty to be assessed. Therefore, for the purposes set out under the provisions of Code of Ala. 1975, §25-4-54(a)(5)(b) 1992, the term monies shall be defined as an amount in excess of \$20.00 and shall not include interest or penalty.	25-2-7, 25-2-8, 25-4-111.	0
480-4-3-.07	Social Security Number Required For Processing A Claim	(1) In order for a claim for unemployment benefits to be processed the law requires the claimant to furnish the Unemployment Compensation Agency his/her correct social security number. The social security number provided by the claimant shall be verified using a cross-match system with the Social Security Administration.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1

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480-4-3-.07	Social Security Number Required For Processing A Claim	(3) If, upon request by Agency representative, the individual cannot produce any document verifying his/her social security number, the Unemployment Compensation Agency data files may be used to verify the claimant's base period employment and wages. If this means of verification is used, the claimant <b>shall</b> provide some form of positive personal identification acceptable to the Agency.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	(a) Any individual desiring to file an application for unemployment compensation benefits may do so by visiting <a href="http://www.labor.alabama.gov">www.labor.alabama.gov</a> , calling 866-234-5382 or visiting a local Alabama Career Center Office. The claim for benefits <b>shall</b> be effective as of the first day of the calendar week in which the claimant filed a claim.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	0
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	(b) In order to establish eligibility for benefits or for waiting period credit for weeks of unemployment, the claimant <b>must</b> file weekly certifications for each week they wish to make a claim for benefits.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	1
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	Such weekly certifications for benefits <b>must</b> be completed immediately (but not later than (6) six calendar days) after the end of the week for which such benefits are being claimed.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	1
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	However, when a weekly claim has been submitted but <b>requires</b> the agency to obtain additional information, the claimant will be notified to contact the agency within 4 calendar days.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	1
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	Failure to contact the agency during this additional 4 calendar days <b>shall</b> be grounds for a finding that the claimant has not timely filed a claim for benefits for the week in question, and a decision denying benefits for the week claimed in question <b>shall</b> be issued.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	1
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	In order to ensure accurate and timely processing of the claim, the following procedures must be followed: 1. Claimants <b>must</b> submit all necessary forms when requested. If additional material is needed, such as Form W-2 or SF-50, the claimant will be sent a request in writing and the request will include any applicable deadlines.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	1
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	2. Employment Service registration <b>must</b> be accomplished, if applicable. Claimants who are Alabama residents, will be automatically registered for work with the Alabama Career Center System. This auto-registration will remain active for 90 days, however, all claimants are <b>required</b> to maintain an active Career Center application for the duration of his/her unemployment claim. Claimants <b>must</b> visit one of the Alabama Career Centers or log-in at <a href="http://www.alabamaworks.gov">www.alabamaworks.gov</a> and update his/her online resumé to keep his/her	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	4

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		registration active beyond the initial 90 days. Claimants who are residing and seeking work in another state <b>must</b> register for work and maintain an active registration with the Employment Service or American Job Center office in his or her local area.		
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	3. Nothing in this rule <b>shall</b> be interpreted to relieve such a claimant from the <b>requirement</b> that an active search for suitable work be conducted in accordance with provisions of Ala. Code Sections 25-4-77(a)(5) and Alabama Department of Labor Administrative Rule 480-4-3-.15.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	1
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	4. Claimant <b>shall</b> be provided with the Alabama Unemployment Compensation Benefits Rights and Responsibilities Handbook by mail or online at www.labor.alabama.gov. The claimant <b>shall</b> be advised of his/her responsibility to respond to a call-in from the claim's office. If the information provided by the employer conflicts with that provided by the claimant, the claimant <b>must</b> be given the opportunity to rebut the employer's reason.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	0
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	Form Ben 8A <b>must</b> be returned to the Alabama Department of Labor, Unemployment Compensation Agency, Montgomery, Alabama 36130, within 15 days following the mailing date shown on the form).	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	1
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	6. Change of claimant's address is the responsibility of the claimant. The claimant <b>must</b> personally contact UI Inquiry at 800-361-4524 to update his/her residence or mailing address.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	1
480-4-3-.08	Claims And Registration For Benefits For Total And Part-Total Unemployment.	7. Claims for lost or stolen debit cards <b>shall</b> be made in accordance with Alabama Department of Labor Administrative Rule 480-4-3-.18.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-77, 25-4-111	1
480-4-3-.10	Mass Separation	The employer <b>shall</b> notify the Unemployment Compensation Call Center Operations as soon as the date of the mass separation and the number of workers involved is determined, and in no event later than the date of the actual separation.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.11	Claims For Partial Unemployment	(a) On the normal or customary payday for the pay period in which occurs the first week a worker has earnings less than approximately seventy percent of his/her usual weekly earnings and less than the highest allowable weekly benefit for Labor Chapter 480-4-3 Revised 12/15/22 4-3-7 total unemployment, an employer <b>shall</b> give such worker a "Worker's Claim for Partial Benefits," setting forth the information <b>required</b> of the employer thereon.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.11	Claims For Partial Unemployment	When an employer first files a claim for partial benefits for a worker, the Alabama Department of Labor <b>shall</b> promptly notify the worker named therein	Code of Ala. 1975, §§25-2-7, 25-2-8,	0

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		of his/her potential right to benefits and <b>shall</b> notify the employer of the worker's weekly benefit amount for total unemployment (which <b>shall</b> be the partial earnings limit) and benefit year beginning date. Upon receipt thereof, each employer <b>shall</b> record upon the payroll records the weekly benefit amount and benefit year beginning date.	25-4-111	
480-4-3-.11	Claims For Partial Unemployment	If the employer desires to continue filing partial claims with no earnings beyond the three weeks, authority <b>must</b> be requested by e-mail, letter or memorandum addressed to the Unemployment Compensation Director.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.11	Claims For Partial Unemployment	(d) A waiver request <b>must</b> be submitted in writing and include the business name and address, state unemployment account number, Federal Identification Number, number of employees and state the reason(s) why a method other than the prescribed method is necessary.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.11	Claims For Partial Unemployment	(a) A claim for partial benefits for an individual filed electronically or by telephone by him/her, or his/her employer on his/her behalf, <b>shall</b> constitute such individual's notice of unemployment.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.11	Claims For Partial Unemployment	The Unemployment Compensation Director <b>shall</b> have the prerogative to accept or reject any partial claim received after 18 days.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.11	Claims For Partial Unemployment	If the worker expects the employer to have filed a claim for him/her and the employer fails to do so, the Alabama Department of Labor, Unemployment Compensation Division <b>shall</b> allow backdating the claim which ended more than 14 days prior to the date on which such worker filed his/her claim by telephone or online at DOL's website: <a href="http://www.labor.alabama.gov">www.labor.alabama.gov</a> .	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.11	Claims For Partial Unemployment	(a) Notwithstanding the provisions of this Rule, if the Unemployment Compensation Director finds that the failure of any individual to register and file a claim for partial unemployment benefits within the time set forth in paragraph 2 was due to failure on the part of the employer to comply with any of the provisions of this Rule, or to coercion or intimidation exercised by the employer to prevent the prompt filing of such claim, or to failure by the Alabama Department of Labor, Unemployment Compensation Division to discharge their responsibilities in connection with such partial unemployment claim, the Unemployment Compensation Director may extend the period during	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0

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		which such claim may be filed to a date which <b>shall</b> be not more than one year from the ending date of any week of partial unemployment for which the individual did so fail to file.		
480-4-3-.11	Claims For Partial Unemployment	(a) In addition to the requirements set forth above, each employer <b>shall</b> keep his/her payroll records in such form that it will be possible from an inspection thereof to determine, with respect to each worker in his/her employ, who may be eligible for partial benefits. The records <b>shall</b> include, but not be limited to:	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.12	Weeks Of Unemployment And Weeks Of Disqualification	(1) An individual's week of total or part-total unemployment <b>shall</b> consist of the calendar week period for which he/she first files a claim for benefits and thereafter each calendar week for which he/she files claim certifications, all in accordance with Rule 480-4-3-.08.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.13	Predetermination Fact-Finding Interview	(1) The Unemployment Compensation Agency <b>shall</b> at the request of either the employer or the claimant, conduct a predetermination fact-finding interview. (2) Such predetermination interview shall afford each party an opportunity to present relevant information and shall be conducted informally and <b>shall not</b> be restricted to the taking of evidence in the traditional judicial sense.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.14	Payment Of Benefits To Interstate Claimants	(1) This rule <b>shall</b> govern the Alabama Department of Labor in its administrative cooperation with other States adopting a similar regulation for the payment of benefits to interstate claimants.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.14	Payment Of Benefits To Interstate Claimants	1. If a claimant files a claim against any state, and it is determined by that state that the claimant has available benefit wage credits in that state, the claim <b>shall</b> be filed only against such state as long as benefit wage credits are available in that state.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.14	Payment Of Benefits To Interstate Claimants	For the purpose of this rule, benefit wage credits <b>shall</b> be deemed to be unavailable whenever benefits have been exhausted, terminated, or postponed for an indefinite period or for the entire period in which benefits would otherwise be payable, or whenever benefits are affected by the application of a seasonal restriction.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.14	Payment Of Benefits To Interstate Claimants	1. Initial, Traditional, Additional, and Reopen Claims for benefits or waiting period <b>shall</b> be filed by interstate claimants via telephone or internet in the Liable State.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.14	Payment Of Benefits To Interstate Claimants	Continued claims <b>shall</b> be filed in accordance with Liable State's regulations for intrastate claims.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0

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480-4-3-.15	Availability For Work	In all cases under this rule the individual circumstances <b>must</b> be carefully investigated, and the judgment made on the basis of those circumstances.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.15	Availability For Work	The claimant <b>must</b> show a good faith effort to find such work as could reasonably be expected of an individual who desires work.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1 25-4-77(5)
480-4-3-.15	Availability For Work	(a) If a claimant is on a temporary layoff, the duration of which is not expected to exceed eight (8) weeks, or a customary or seasonal layoff from his regular employer, such layoff not expected to exceed eight (8) weeks, no work search is <b>required</b> during such temporary, customary, or seasonal layoff as a condition of eligibility. This work search exemption <b>shall not</b> apply unless such layoff is from an employer who normally provides work of a permanent and continuing nature to the claimant.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.15	Availability For Work	(b) When a claimant willfully follows a course of action designed to discourage prospective employers from hiring such claimant, the claimant <b>shall</b> be determined unavailable for work and ineligible for benefits.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.15	Availability For Work	(3) The claimant <b>must</b> be actively seeking, available for and willing to accept work during the full-time hours and full work week and for the shifts normally worked in the trade or industry for which qualified by experience or training. Reasonable and active effort <b>shall</b> mean engaging in systematic and sustained efforts to find work, including contacting at least three (3) prospective employers for each week of unemployment claimed. The Department <b>shall</b> require the claimant to provide proof of work search efforts when filing his or her weekly certification. The Department <b>shall</b> conduct random reviews of at least five (5%) percent of the work search proof provided by claimant's each week.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	4
480-4-3-.15	Availability For Work	Provided, however, a determination of ineligibility for a week of unemployment <b>shall not</b> result simply and solely because the worker had to be absent from work for not more than four hours due to illness or compelling personal circumstances.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.15	Availability For Work	(e) Persons with disabilities applying for unemployment compensation benefits <b>must</b> establish a reasonable and active effort to secure work in an amount which they have shown to be qualified to perform by past history, experience,	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1

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		and training and which is supported by medical documentation reflecting the applicant's inability to maintain full-time employment by reason of his or her disability.		
480-4-3-.15	Availability For Work	5. Claimants who identify themselves as a member of a union where work is secured exclusively through a union hiring hall will not be <b>required</b> to register with the employment service and may limit their work search to registration with their hiring hall. Such claimants <b>must</b> be able to show that they are a member in good standing of their union and that they are currently registered with their hiring hall. The law makes no distinction between those who are and those who are not members of a labor union, but <b>requires</b> of both that they demonstrate a constant availability for work.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	2
480-4-3-.15	Availability For Work	(b) All claimants <b>must</b> use reasonable and realistic job-seeking methods to establish availability and remain eligible for unemployment benefits. In addition, claimants using any of the methods except (5) above <b>must</b> also register for work with the State Employment Service. (d) Code of Ala. 1975, 25-4-78(5) <b>requires</b> that certain factors be considered in determining the suitability of work for which the individual must be available.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	3
480-4-3-.15	Availability For Work	(c) While in-person contacts are not required for each week, in order that claimants meet minimal availability requirements, they <b>must</b> make some in-person contacts where work is usually obtained in this manner in order to demonstrate a willingness to work during a claim series.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.15	Availability For Work	(d) Code of Ala. 1975, 25-4-78(5) <b>requires</b> that certain factors be considered in determining the suitability of work for which the individual <b>must</b> be available.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	2
480-4-3-.15	Availability For Work	Unless it is obvious that an individual, other than a member of a labor union in good standing and registered at his union hiring hall, cannot reasonably expect to find work in the locality in line with prior earnings, a reasonable period <b>shall</b> be allowed in which to seek work somewhat comparable.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.15	Availability For Work	As the period of unemployment lengthens and prospects for locating such work diminish, the individual <b>must</b> be willing to accept work which would have been deemed unsuitable earlier in the period of unemployment. (See State of Alabama Department of Industrial Relations vs. James M. Harbin 365 So.2d 313 (Ala. Civ. App. 1978)).	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1

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480-4-3-.15	Availability For Work	The totality of work search <b>must</b> be considered, not just isolated weeks. He <b>must</b> be able, available, and seeking work for each week claimed.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.15	Availability For Work	If school hours overlap normal work hours, such claimants <b>must</b> show, not only that they are prepared to quit school if work is found but also that school will not interfere with a reasonable and active effort to secure work.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.15	Availability For Work	Generally, availability for students <b>must</b> include consideration of the amount of money invested in schooling, what type of work they are seeking (are they seeking work commensurate with their current skill level?), whether school hours allow time for an adequate work search, time remaining until studies are completed, wage demand, and, if willing to change hours of classes, would the school allow this change anytime during the term.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.15	Availability For Work	(9) Disabled Accessibility to Job. A job offer <b>shall</b> not be suitable for an individual with a disability if he cannot gain access to a building or its facility.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.16	Job Abandonment	(1) If an employee is absent from work without notice, unless it is shown that notice is not reasonably practicable, to his or her employer for a period of three consecutive regularly scheduled working days, and is terminated because of such absence, the employee <b>shall</b> be determined to have abandoned his employment.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.16	Job Abandonment	(2) If an employee is absent from work due to incarceration, for a period of three consecutive regularly scheduled working days, attributable to the fault of said employee and is terminated because of such incarceration the employee <b>shall</b> be determined to have abandoned his employment, without regard as to whether or when notice was given to the employer by such employee.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.16	Job Abandonment	(3) A determination of job abandonment <b>shall</b> be subject to disqualification for unemployment benefits under Code of Ala. 1975, §25-4-78(2), VOLUNTARY QUITTING WORK.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.17	Appeals	(a) Notice of payment <b>shall</b> be provided to base period employers in accordance with Code of Ala. 1975, §25-4-91(d)(2).	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0

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480-4-3-.17	Appeals	(2) Any party to whom notice of determination or decision is required to be given <b>shall</b> have the right to appeal from such determination or decision.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.17	Appeals	(3) A notice of appeal from a decision of a claims examiner <b>shall</b> be filed directly to the Department of Labor, Hearings and Appeals Division, 649 Monroe Street Montgomery, Alabama 36131. This notice <b>shall</b> be in writing, and <b>shall</b> include the claimant's or employer's name, address, the claimant's social security number, and <b>shall</b> state the grounds upon which review is sought.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.17	Appeals	(a) The notice of appeal <b>must</b> be filed within seven (7) calendar days after personal delivery of the notice of determination or decision or fifteen (15) calendar days after such notice was mailed in accordance with paragraph (1) of this rule. Receipt of the appeal by the Agency within the above prescribed times <b>shall</b> constitute filing.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.17	Appeals	(4) The proceedings <b>shall</b> be scheduled, conducted and heard in accordance with rules 480-1-4-.05 through 480-1-4-.13.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.18	Replacement Of Benefit Checks	(1) Benefit checks are void 180 days after date of issuance and <b>may not</b> be negotiated without written permission from the Commissioner.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.18	Replacement Of Benefit Checks	(e) Requests for replacement of a lost or stolen benefit check <b>shall</b> be filed on Affidavit of Lost or Stolen Check available from the Unemployment Claims Office. The Affidavit <b>must</b> be completed by the claimant and all required information furnished.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.18	Replacement Of Benefit Checks	(f) Lost and/or stolen debit cards, which have not been cancelled by the Department of Labor, <b>must</b> be reported to the issuing debit card company by the claimant.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.21	Extended Benefits	(1) When a period of extended benefits (EB) is declared in accordance with Code of Ala. 1975, §25-4-75 of the Unemployment Compensation Law, the following conditions <b>shall</b> apply:	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.21	Extended Benefits	(a) During the first week an individual's EB claim is effective the local unemployment claims office <b>shall</b> :	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0

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480-4-3-.21	Extended Benefits	1. The EB claimant is expected to make a more diligent and active search for work than would be <b>required</b> of an individual receiving regular unemployment compensation. The search for work under EB conditions <b>must</b> be sustained and systematic. Registration with a referral union will be considered as only partially meeting the work search requirement and additional individual effort will be <b>required</b> to demonstrate an active search for work.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	2
480-4-3-.21	Extended Benefits	2. Tangible evidence of an active work search <b>must</b> be provided. This does not <b>require</b> verification of "proof" by the potential employer, but does <b>require</b> a listing by the claimant on the back of the EB pay order card listing each week the contacts made during the week.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	2
480-4-3-.21	Extended Benefits	The following conditions for suitable work <b>shall</b> also apply: (i) The gross average weekly pay for the potential work <b>must</b> exceed the individual's average weekly benefit amount, plus any supplemental unemployment benefits (SUB) payable. (ii) A job <b>must</b> be offered by the employer to the individual in writing or the job <b>must</b> be listed with the Alabama State Employment Service. (iii) The pay <b>must</b> equal or exceed the minimum wage. (iv) The work <b>must</b> be suitable under all regular benefit provisions which do not conflict with the special EB provisions, e.g., jobs that are available because of labor dispute, or that are against Federal requirements, etc., would not be suitable.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.21	Extended Benefits	(i) The eligibility of a claimant with "good" prospects of obtaining work within a reasonably short period who fails to apply for or accept suitable work <b>shall</b> be determined in accordance with the standards and criteria applied under the state law for recipients of regular benefits.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.21	Extended Benefits	(ii) If the individual's prospects are "not good" and that individual has refused to apply for or accept suitable work as defined in this rule, then the EB disqualification <b>shall</b> be imposed in accordance with Code of Ala. 1975, §25-4-75 of the Alabama Unemployment Compensation Law.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.21	Extended Benefits	1. Starting April 1, 1981, or upon enactment of State law in the liable State, agent State local offices <b>must</b> conduct eligibility reviews and assess claimant's prospects of obtaining employment in his/her customary occupation and transmit the necessary information to the liable State using Form IB-10.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0

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480-4-3-.22	Between Terms Denials	(b) Such notice <b>must</b> be substantiated by a written notice from the educational institution, governmental entity, or non-profit organization.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.22	Between Terms Denials	(3) Nothing in this rule <b>shall</b> be interpreted to relieve a claimant of making an active search for work and meeting all other eligibility requirements for the period for which such payments are claimed.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.24	Benefit Eligibility As Affected By Self-Employment	(a) Performance of Services as an Independent Contractor. A distinction between the performance of "services" as an independent contractor and the performance of "personal services" <b>must</b> be made, since remuneration for personal services constitutes "wages" for disqualification under Section 25-4-71 of unemployment compensation law, wherein a claimant is deemed "not unemployed".	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111, 25-4-78.	0
480-4-3-.24	Benefit Eligibility As Affected By Self-Employment	To be an independent contractor, a worker <b>must</b> be in a position to suffer a loss or realize a profit as a result of his services.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111, 25-4-78.	0
480-4-3-.24	Benefit Eligibility As Affected By Self-Employment	(3) Each case <b>must</b> be evaluated on an individual basis, considering all the facts and circumstances.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111, 25-4-78.	0
480-4-3-.27	Requalifying Provisions For 25-4-78(2)b.1., 25-4-78(3)a.1., And 25-4-78(3)b.	(1) A claimant that has been disqualified under Section 25-4-78(2), (3)a, or (3)b <b>must</b> , in order to requalify for benefits, as provided under sections 25-44-78(2)b.1., (3)a.1., and (3)b:	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111, 25-4-78	1
480-4-3-.28	Disqualification For Testing Positive For Illegal Drugs	(c) The drug policy applies to all employees regardless of position or classification, and clearly states the basis on which testing will be conducted, i.e., pre-employment; random; post-accident; by a qualified independent laboratory; and further, if additional testing is imposed on some but not all employees, the employer <b>must</b> show a rational basis for such additional testing; and either	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.28	Disqualification For Testing Positive For Illegal Drugs	2. Provides for the review of laboratory findings by a qualified independent medical review officer, and the submittal of such medical review officer's report to the Unemployment Compensation Division for each claim for unemployment compensation filed where separation from employment is alleged to be on account of a drug related separation subject to Section 25-4-78(3)a.(i), which <b>shall</b> be prima facie evidence that the laboratory tests are reliable.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0

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480-4-3-.28	Disqualification For Testing Positive For Illegal Drugs	Such MRO <b>must not</b> be an employee of a drug testing laboratory unless there is clear separation of functions preventing any conflict of interest and the MRO has no responsibility for a laboratory drug testing or quality control operation.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.28	Disqualification For Testing Positive For Illegal Drugs	(3) The following criteria at a minimum <b>must</b> be reviewed by the MRO for the report of a positive test to satisfy the "otherwise reliable" provision of Alabama Code Section 25-4-78(3)a 1978	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.28	Disqualification For Testing Positive For Illegal Drugs	(4) Provisions of Sections (1)(a), (1)(b)1, and (1)(b)2 of this rule notwithstanding, no otherwise reliable drug policy established to cover existing employees <b>shall</b> be applicable to existing employees until a period of thirty calendar days has elapsed from the date the drug policy was made known to such existing employees in writing and acknowledgment in writing received from the employee.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.28	Disqualification For Testing Positive For Illegal Drugs	(b) The drug policy applies to all similarly-situated applicants or employees regardless of position or classification; clearly states the basis on which drug hair testing will be conducted, i.e., pre-employment, random, monitoring under a rehabilitation agreement or "last change" agreement; by a certified laboratory; if additional testing is conducted on some but not all similarly-situated employees, the employer has rational basis for excluding some but not other similarly-situated employees; provides for review by a qualified independent medical review officer (i.e., a medical review officer not employed by the testing laboratory), and the submittal of such medical review officer's report to the Unemployment Compensation Division for each claim for unemployment compensation filed when separation from employment is alleged to be on account of a drug-related separation subject to §25-4-78(3)a.(i), which <b>shall</b> be prima facie evidence that the laboratory tests are reliable.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.29	Payment Of Benefits For Back Weeks	(c) If the number of prior weeks exceeds four, and the local office manager either is of the opinion that payments should be allowed or is uncertain as to whether they should be paid, all prior weeks <b>shall</b> be submitted to the central office for determination of payment.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.29	Payment Of Benefits For Back Weeks	(2) If local office personnel determines that prior weeks should not be paid, regardless of the number, benefits <b>shall</b> be denied. If the claimant insists on	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	2

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		being paid for the prior weeks, he may sign for them, but <b>shall</b> then be disqualified.		
480-4-3-.30	Claimant Right To Rebuttal	(1) All potentially disqualifying information received from a source other than the claimant <b>shall</b> be discussed with the claimant.	Code of Ala. 1975, §§25-5-7, 25-2-8, 25-4-111	0
480-4-3-.30	Claimant Right To Rebuttal	(2) The language of the 1971 decision in California Department of Human Resources Development v. Java provides that states <b>must</b> pay unemployment compensation in full when due.	Code of Ala. 1975, §§25-5-7, 25-2-8, 25-4-111	0
480-4-3-.30	Claimant Right To Rebuttal	When potentially disqualifying information is given by a claimant to an unemployment compensation representative, the unemployment compensation representative <b>shall</b> enter an appropriate issue code into the computer data base until the investigation is complete and a determination issued.	Code of Ala. 1975, §§25-5-7, 25-2-8, 25-4-111	0
480-4-3-.30	Claimant Right To Rebuttal	A Notice of Determination <b>shall</b> be provided to the claimant in all cases when benefits are disallowed or reduced.	Code of Ala. 1975, §§25-5-7, 25-2-8, 25-4-111	0
480-4-3-.30	Claimant Right To Rebuttal	(4) If the source of the potentially disqualifying information is a third party, however, no interruption <b>shall</b> be made in the payments until the claimant has been offered a rebuttal opportunity. Immediate efforts <b>shall</b> be made to obtain claimant rebuttal by phone, or by mail. If by mail, a form giving complete details about the report, and how long the claimant has to respond, <b>shall</b> be mailed to the claimant the day the report is received. This notice <b>shall</b> also contain a statement that failure to respond could results in disqualification, and it <b>shall</b> give the claimant adequate space and instruction to respond.	Code of Ala. 1975, §§25-5-7, 25-2-8, 25-4-111	0
480-4-3-.30	Claimant Right To Rebuttal	(5) If the claimant fails to respond in the allotted time (usually seven days), the issue <b>shall</b> be adjudicated with information on hand.	Code of Ala. 1975, §§25-5-7, 25-2-8, 25-4-111	0
480-4-3-.31	Profiling System	(1) Section 25-4-77(a) provides, as a requirement of eligibility, that a claimant selected and referred to reemployment services pursuant to Section 4 of Public Law 103-152 <b>must</b> participate in such services unless it is determined by the Director that the claimant has completed such service or there is justifiable cause for such claimant's failure to participate in such service.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1

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480-4-3-.31	Profiling System	To determine justifiable cause as it relates to this section the “reasonable person” test <b>must</b> be applied i.e., is the reason(s) offered by the claimant for failure to participate such that a reasonable person would not have participated. Therefore, the reason given by a claimant for failure to participate in services to which referred in conjunction with having been selected for receipt of such services pursuant to Section 4 of Public Law 103-152 <b>must</b> meet this test in order for such claimant to continue to receive unemployment compensation benefits.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.31	Profiling System	Any disqualification arising out of an adjudication under this paragraph <b>shall</b> be effective on the Sunday of the week during which such disqualifying event occurred.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	
480-4-3-.32	Claim Filing And Reporting Requirements	(1) A claim for a week of benefits <b>must</b> be filed in accordance with such regulations as the director may prescribe (25-4-77(a)(1)).	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111.	1
480-4-3-.32	Claim Filing And Reporting Requirements	(2) A claimant is <b>required</b> to report to a state employment office in accordance with such regulations as the director may prescribe (25-4-77(a)(2)).	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111.	1
480-4-3-.32	Claim Filing And Reporting Requirements	1. Continued claims <b>must</b> be filed weekly and except for good cause within 7 calendar days after the end of the week for which such benefits are being claimed or within 7 calendar days after the date the most recent payment was mailed or the date on which the weekly claim card was mailed by the agency to the claimant whichever is later.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111.	1
480-4-3-.32	Claim Filing And Reporting Requirements	(i) If a mail claim is not received timely, a notice <b>shall</b> be mailed the claimant giving 7 calendar days to report in person to enable the local office to determine whether good cause exists for late filing.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111.	1
480-4-3-.32	Claim Filing And Reporting Requirements	If the failure to report within the 7-day period was for good cause the week in question and intervening weeks may be claimed, but if any weeks are denied a written determination <b>must</b> be issued reflecting such denial.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111.	0
480-4-3-.32	Claim Filing And Reporting Requirements	1. Where a claimant has chosen to file weekly claims by telephone, such claims <b>must</b> , except for good cause be filed by telephone within the assigned five-day period following the week for which benefits are being claimed, regardless of whether or when payment is made on prior weeks claimed.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111.	1

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480-4-3-.32	Claim Filing And Reporting Requirements	3. Claimants <b>required</b> to register with the Employment Service will be allowed seven (7) calendar days within which to report for registration.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111.	0
480-4-3-.32	Claim Filing And Reporting Requirements	1. Any and all determinations denying benefits under this rule <b>must</b> be in writing and may be appealed by the claimant.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111.	1
480-4-3-.33	Types Of Income Affecting Eligibility	2. Either total or partial unemployment is <b>required</b> as a condition of eligibility (i±25-4-77(4).	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-3-.33	Types Of Income Affecting Eligibility	(b) Vacation Pay. Vacation pay is wages and is deductible or disqualifying for the week with respect to which is payable. The time of payment is not the controlling factor. A determination <b>must</b> be made as to the period with respect to which it is paid.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.33	Types Of Income Affecting Eligibility	(a) The payment is made pursuant to a legal obligation. It <b>must</b> arise out of a contract or agreement that would be enforceable in an action at law.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.33	Types Of Income Affecting Eligibility	(b) The agreement that causes the payments to arise <b>must</b> specify the period after termination with respect to which the payments are applied.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.33	Types Of Income Affecting Eligibility	(c) The agreement that causes the payment to arise <b>must</b> contain specific language that would evidence some continuation of the employer-employee relationship after termination.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.34	Optional Lay Off	(2) Permanent lay off - An individual who has the option to continue working or be included in a permanent lay off and who opts to be included is deemed to have left the employment voluntarily. As in all cases of voluntary leaving, it <b>must</b> be determined from all the relevant facts whether the voluntary departure was for good cause connected with the work. Good cause may exist particularly in those cases where there would be significant change in job duties, rate of pay or other conditions of employment. All the attendant circumstances <b>must</b> be examined and considered.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-3-.36	Full Time Employment	This rule sets forth for purposes of Unemployment Compensation and related benefit programs that full time work will be defined as forty hours per week or	Code of Ala. 1975, §§25-2-28, 25-4-111, 25-27	1

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		the customary normal hours worked in the industry or trade. When applying the customary normal hour's provision, documentation will be <b>required</b> .		
480-4-3-.38	Temporary Employment Within Educational Institutions	(2) Benefits based on service in employment for a temporary employer contracting with an educational institution <b>may not</b> be paid during the period between two successive academic years or terms, or during any vacation or holiday period provided the employee will have reasonable assurance that he/she will perform services for the educational institution in the second of such academic years or terms. The employer <b>must</b> be either primarily (see (1)(a) above) or exclusively engaged in providing temporary employees work within education institutions on a contract basis to be eligible for designation under Section 25-4-70(d), Code of Ala. 1975.	Code of Ala. 1975, §§25-4-70(d).	1
480-4-3-.38	Temporary Employment Within Educational Institutions	(a) All employers <b>must</b> certify by written affidavit that the entity is primarily or exclusively engaged in supplying employees for educational institutions within the State of Alabama.	Code of Ala. 1975, §§25-4-70(d).	0
480-4-3-.38	Temporary Employment Within Educational Institutions	(b) The employer <b>must</b> provide documentation upon request for any issue concerning employment of a temporary employee (claimant) at an educational institution. The employer <b>must</b> provide: claimant's name, social security number, dates of employment with the employer, and the educational institution where the temporary employee (claimant) is working.	Code of Ala. 1975, §§25-4-70(d).	0

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480-4-4-.01	Allegation Of Fraud	The alleging party <b>shall</b> be advised that the Agency will make a full investigation of the allegation and that the party will be advised of the findings, if such investigation could affect the employer account of the alleging party or affect a claim for benefits of the alleging party.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111.	0
480-4-4-.01	Allegation Of Fraud	(b) If the findings revealed through the Agency's investigation indicate that a disqualification would have resulted for the period benefits were paid, an informal fact-finding interview <b>shall</b> be scheduled to allow the party making the allegation and the claimant an opportunity to give testimony.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111.	0
480-4-4-.02	Investigation Of Fraud	(3) The investigation <b>shall</b> include the gathering of pertinent evidence and statements regarding any suspected fraudulent activity, using standard investigatory practices.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.02	Investigation Of Fraud	(4) A fraud investigator <b>shall</b> have the authority to request all pertinent books, papers, correspondence, memoranda and other records necessary in the investigation of any error, or potential fraudulent activity committed by a claimant, employer, or other party.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.02	Investigation Of Fraud	Any person, when requested by a fraud investigator to produce records or give testimony, <b>shall</b> make himself or herself or the records available within and at a reasonable time to the investigator.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.03	Determination And Collection Of Overpayments	(1) A determination that a claimant, by reason of claimant's own fault, fraud, misrepresentation, failure to report or disclose a material fact, departmental error or payment of benefits pending appeal that finally results in disqualification, has received benefits to which the claimant was not entitled, <b>shall</b> be made by the Director on the basis of such facts as are obtained.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0

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480-4-4-.03	Determination And Collection Of Overpayments	(2) Whenever it is found that a claimant has received benefits, and has been assessed with an overpayment, no further benefits <b>shall</b> be paid to such claimant until the total amount of overpayment has been reimbursed by cash or offset, or liquidated in a manner provided for in these rules.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.03	Determination And Collection Of Overpayments	(3) The account of an employer who is required, or elects, to make payments in lieu of contributions, upon recovery either by cash or offset <b>shall</b> be credited in the amount of the recovered overpayment that is attributable to wages paid such employer.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.03	Determination And Collection Of Overpayments	(5) Credit against the overpayment by offset <b>shall</b> be made only when a payable week of benefits is claimed and has been offset against the overpayment.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.03	Determination And Collection Of Overpayments	(a) Overpayments of benefits <b>shall</b> be recovered by offset from benefits otherwise payable under the unemployment compensation law of another state, and overpayments of benefits as determined under the unemployment law of the other state <b>shall</b> be recovered by offset from benefits otherwise payable in a manner provided for in these rules.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.03	Determination And Collection Of Overpayments	1. A request to appeal the request from another state to offset an overpayment of benefits <b>must</b> be received within fifteen (15) days of the date the notice of offset recovery was mailed by the department.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-4-.03	Determination And Collection Of Overpayments	(b) Overpayment of benefits <b>shall</b> be recovered by setoff of Alabama Income Tax Refund due any individual taxpayer who has an outstanding overpayment account as provided by these rules. Setoff of an Alabama Income Tax Refund may not be used to offset an overpayment in another state.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.03	Determination And Collection Of Overpayments	1. A request to protest a setoff <b>must</b> be received in writing from the claimant within thirty (30) days from the date the setoff notification letter is mailed by the Department of Revenue. The claimant <b>must</b> provide a copy of the setoff notification letter and provide in writing his/her correct address of record and telephone number.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-4-.03	Determination And Collection Of Overpayments	The request <b>must</b> be received in writing from the spouse within thirty (30) days from the date the offset notification letter was mailed by the Department of Revenue.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1

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480-4-4-.03	Determination And Collection Of Overpayments	A clear legible copy of his/her Alabama State Income Tax Form 40 or 40A, all W-2 Forms, and other supporting documents that were filed with the return <b>must</b> be forwarded to the department with the request.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-4-.03	Determination And Collection Of Overpayments	If the amount thus derived is not a multiple of \$1.00, fractional parts of \$1.00 in excess of \$.50 shall be rounded to the next higher multiple of \$1.00 and fractional parts of \$1.00 which are \$.50 or less <b>shall</b> be dropped to the next lower multiple of \$1.00.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.03	Determination And Collection Of Overpayments	The request for a hearing <b>must</b> be in written and received by the Alabama Department of Industrial Relations within fifteen (15) days of the date of the administrative review refund determination is mailed to the taxpayer's address of record.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-4-.03	Determination And Collection Of Overpayments	4. When all appeal rights have expired, the amount of the setoff <b>shall</b> be credited to the outstanding overpayment balance.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.04	Administrative Penalties	(1) When it has been determined that within the preceding thirty-six calendar months the claimant fraudulently reported or failed to report wages earned during a week, or failed to disclose a material fact upon separation from employment from such claimant's most recent employer, with intent to obtain benefits, or failed to disclose a material fact concerning any claimant's ability to work, availability for work, or any other eligibility requirements with intent to obtain benefits, such claimant <b>shall</b> be subject to penalties authorized in Code of Ala. 1975, §25-4-145(a)(3) of the Code.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.04	Administrative Penalties	(2) Any penalties imposed by this rule <b>shall</b> be in addition to any other.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.04	Administrative Penalties	(3) Sources of information concerning the application of an administrative penalty <b>shall</b> include but not be limited to:	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.04	Administrative Penalties	(4) The claimant <b>shall</b> be notified of the application of the administrative penalty.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0

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480-4-4-.04	Administrative Penalties	(5) The claimant <b>shall</b> be afforded an opportunity to give testimony, either refuting or affirming the allegation of intent to defraud.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.04	Administrative Penalties	(6) The fraud determination <b>shall</b> be based on the facts obtained and shall become final within 15 days after the decision is mailed to the claimant's last known address, unless an appeal is made to the department by filing a notice of appeal at any claims office or at the Central office of the Alabama Department of Industrial Relations.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.04	Administrative Penalties	(8) In the event any claimant is aggrieved by the representative's determination assessing an administrative penalty, or by the severity of the penalty assessed, such claimant <b>shall</b> have the same protest and appeal rights as provided for any other determination involving a denial of benefits.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.06	Wage Cross-Match Audit Procedure	(1) Each quarter, Wage Cross-Match audit forms are mailed to employers requesting wage information on specific claimants as it concerns benefit payments. The employer <b>shall</b> complete the audit form and return to the Agency within 15 calendar days	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-4-.07	Waiver Of Requirement To Repay Overpayments	(1) An individual <b>shall</b> be required to repay an overpayment of unemployment compensation unless a written waiver application is filed with the department and approved by the Secretary or the Secretary's designee.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.07	Waiver Of Requirement To Repay Overpayments	The Secretary <b>shall not</b> waive overpayments due to back pay awards pursuant to Code of Ala. 1975, §25-4-78(6).	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.07	Waiver Of Requirement To Repay Overpayments	(3) In determining whether the individual was without fault, the following factors <b>shall</b> be considered:	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.07	Waiver Of Requirement To Repay Overpayments	(4) In the event of an affirmative finding on any of the factors contained in (3)(a)-(d) of this rule, recovery of the overpayment <b>shall not</b> be waived, and further determination of any factors will not be necessary.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1
480-4-4-.07	Waiver Of Requirement To Repay Overpayments	(10) Applications for waiver by an individual <b>shall</b> be in writing or electronically as provided by the Agency, and <b>shall</b> set forth the facts constituting grounds for waiver, including why the individual was without fault in the cause of the overpayment, and why repayment would be contrary to equity or good conscience, including supporting documentation.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	1

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480-4-4-.07	Waiver Of Requirement To Repay Overpayments	(a) Any waiver applications by individuals with eligible overpayments of CARES Act Programs that were denied prior to the effective date of this rule will be subject to a redetermination in light of this rule; provided, however, that only overpayment weeks ending February 2, 2020, through June 16, 2021, <b>shall</b> be eligible for redetermination.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0
480-4-4-.07	Waiver Of Requirement To Repay Overpayments	(13) The provisions of this rule <b>shall</b> apply to all overpayments existing on or after the effective date of this rule that were established on or after January 27, 2020.	Code of Ala. 1975, §§25-2-7, 25-2-8, 25-4-111	0

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Rule Citation	Short Description	Regulatory Text	Statutory Authority	# of Discretionary Regulatory Restrictions
<b>Workers' Compensation</b>				
480-5-1-.01	<b>Reporting Instructions For Insurance Companies And Self-Insured Employers For Workers' Compensation Claims.</b>	Reporting forms other than the Employer's First Report of Injury <b>must</b> be signed in ink by the adjuster in charge of the claim.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-4
480-5-1-.01	<b>Reporting Instructions For Insurance Companies And Self-Insured Employers For Workers' Compensation Claims.</b>	(4)WCC 5 - Surgeon's Report - <b>Required</b> only upon specific request by this Department. The use of similar forms is permissible.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-1-.02	<b>Procedures For Collecting Assessments.</b>	On or before the 1st day of March each entity providing coverage or paying benefits under the law, <b>shall</b> file with the Department of Industrial Relations on the current revision of WCC Form 10 the gross claims for compensation and medical payments paid by the entity during the preceding one year period ending on the 31st day of December.	<a href="#">Code of Ala. 1975, Act 92-537</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-316
480-5-1-.02	<b>Procedures For Collecting Assessments.</b>	The amount of the civil penalty <b>shall</b> be collected at the same time the amount assessed is collected.	<a href="#">Code of Ala. 1975, Act 92-537</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-316
480-5-1-.03	<b>Penalty For Not Filing WCC Form 10.</b>	Any entity providing coverage which neglects to file the annual written statement within the time provided <b>shall</b> pay a penalty of twenty-five dollars (\$25) per day for each day that this report is late.	<a href="#">Code of Ala. 1975, Act 92-537</a>	0-Explanation, restriction on citizen or business ability to access

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				benefits/services and is required by 25-5-316
480-5-1-.03	<b>Penalty For Not Filing WCC Form 10.</b>	Any entity which fails to report true and accurate amounts of payments made for compensation and medical on the current revision of WCC Form 10 shall pay the additional assessment and a penalty of fifty percent (50%) of the additional assessment.	<a href="#">Code of Ala. 1975, Act 92-537</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-316
480-5-1-.03	<b>Penalty For Not Filing WCC Form 10.</b>	All money collected under this rule shall be deposited into the Workers' Compensation Administrative Trust Fund.	<a href="#">Code of Ala. 1975, Act 92-537</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-316
480-5-1-.04	<b>Contracts For Excess Insurance.</b>	<p>No contract or policy of excess insurance shall be recognized by the Director in considering the ability of an applicant to fulfill its financial obligations under the Law unless such contract or policy:</p> <p style="margin-left: 40px;">(a) Is issued by an admitted insurance company.</p> <p style="margin-left: 40px;">(b) Contains a sixty (60) day written notice of cancellation and a sixty (60) day written notice of non-renewal to the covered entity and the Director by registered or certified mail.</p> <p style="margin-left: 40px;">(c) If it contains any type of commutation clause, it must provide (1) that any commutation effected thereunder shall not relieve the underwriter or underwrites of further liability in respect to claims and expenses unknown at the time of such payment or in regard to claims apparently closed but which may be subsequently revived by or through a competent authority, and (2) that in the event the underwriter proposes to redeem any further payments payable as compensation for accidents occurring during the term of the policy by the payment of a lump sum to be</p>	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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		fixed a provided in the commutation clause of the policy, not less than thirty (30) days prior to, notice of such commutation shall be given to the service agent and the director by registered or certified mail by the underwriter or its agent.		
480-5-1-.04	<b>Contracts For Excess Insurance.</b>	Funds that become members of any Alabama reinsurance trust fund, as allowed by 25-5-9(b), <a href="#">Code of Ala. 1975</a> , as last amended, shall not be required to provide other excess insurance during the period of time in which they are members of the reinsurance trust fund.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-1-.04	<b>Contracts For Excess Insurance.</b>	Any reinsurance trust fund shall adhere to the following regulations: (a) A reinsurance trust fund may assess its member funds. The assessment against each member for any fund year is limited to an amount equal to the premium paid by the member fund in the fund year for which the assessment is being levied. (b) Specific and Aggregate Reinsurance is permitted for a reinsurance trust fund, but it not required. (c) No Self-Insurance bonds or other types of collateral are required of a reinsurance trust fund. (d) Participants in member funds are not assessable by a reinsurance trust fund. (e) Quarterly funds status reports will be provided to the Department.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-1-.06	<b>Continuing Education Requirements For Workers' Compensation Claims Personnel.</b>	All workers' compensation claims personnel shall be required to attend approved continuing education seminars in order to accumulate 8 continuing education credits each calendar year.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-293

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480-5-1-.06	<b>Continuing Education Requirements For Workers' Compensation Claims Personnel.</b>	Violation <b>shall</b> result in the suspension of the privilege to handle workers' compensation claims.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-293
480-5-1-.06	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	All continuing education credits <b>must</b> be credits approved by the Department of Industrial Relations/Workers' Compensation Division.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-293
480-5-1-.07	<b>Workers' Compensation Assigned Risk Plan.</b>	Every insurer undertaking to transact in this state the business of either workers' compensation or employer's liability insurance or both, and every rating organization which files rates or prospective loss costs for such insurance <b>shall</b> cooperate in the preparation and submission to the State Insurance Commissioner of Alabama a plan for the equitable apportionment among insurers of applicants for insurance who are in good faith entitled to, but who are unable to procure through ordinary methods, such insurance.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-1-.07	<b>Workers' Compensation Assigned Risk Plan.</b>	Such plan <b>shall</b> provide reasonable rules governing the equitable distribution of risks by direct assignment, reinsurance, or otherwise, and their assignment to insurers, and <b>shall</b> provide a method whereby applicants for insurance, insured, and insurers may have a hearing on grievances and the right of appeal to the State Insurance Commissioner of Alabama.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-1-.07	<b>Workers' Compensation Assigned Risk Plan.</b>	Once such a plan has been approved, no insurer <b>shall</b> thereafter issue a policy of workers' compensation or employer's liability insurance or undertake to transact such business in this State unless such insurer <b>shall</b> participate in such plan.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers'</b>	When all parties have acknowledged a willingness to mediate, they will then enter into an Agreement to Mediate, and an Ombudsmen <b>shall</b> inform all	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business

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	<b>Compensation Disputes By An Ombudsmen.</b>	parties of their rights and responsibilities under the Workers' Compensation Act of Alabama.		ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	No Person shall serve as a mediator in any dispute in which that person has any financial or personal interest in the result of the mediation.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	Prior to accepting an appointment, the prospective mediator shall disclose any circumstances likely to create a presumption of bias or interest in the outcome of the proceedings, or prevent a prompt meeting with the parties.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	The fact that the selected mediator may already have some familiarity with the case through work as an ombudsmen shall not disqualify the ombudsmen as a mediator unless either party objects to such mediator.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	At the first session, the parties shall produce all information reasonably required for the mediator to understand the issues presented.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292

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480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	Parties <b>shall</b> be represented by a person with authority to settle the case.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	The mediator <b>shall not</b> disclose to the adverse party confidential information provided by a party unless that party authorizes the disclosure.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	Authority of Mediator - The mediator does not have authority to impose a settlement upon the parties, but <b>shall</b> attempt to help the parties reach a satisfactory resolution of their dispute.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	Arrangements for obtaining such advice <b>shall</b> be made by the mediator or by the parties.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	Confidentiality - The mediator <b>shall not</b> divulge information disclosed to the mediator by the parties or by witnesses in the course of mediation.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	All records, reports, or other documents received by a mediator or prepared by the mediator while serving as a mediator <b>shall</b> be considered confidential.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access

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	<b>Compensation Disputes By An Ombudsmen.</b>			benefits/services and is required by 25-5-290-291-292
<b>480-5-1-.08</b>	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	The mediator shall not be compelled in any adversary proceeding or judicial forum to divulge the contents of such documents or the fact that such documents exist or testify in regard to the mediation.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
<b>480-5-1-.08</b>	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	Any party that attempts to obtain such confidential information shall, and hereby agrees to, reimburse the mediator and the DIR for all fees and costs associated with resisting said attempts.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
<b>480-5-1-.08</b>	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	However, evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation session.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
<b>480-5-1-.08</b>	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	No record - There shall be no formal record made of the mediation proceedings and no recordings or stenographic records shall be made.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
<b>480-5-1-.08</b>	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	An employee shall be advised at the first mediation session of his or her right to be represented by counsel by a writing which shall be notarized.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292

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480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	Settlement - If a dispute is resolved in whole or in part during mediation, the ombudsmen shall reduce the agreement in writing, and the ombudsmen and each party shall sign the agreement.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	The signed agreement shall be binding on all parties unless within 60 days after the agreement is signed a court of competent jurisdiction relieves all parties of the effect of the agreement because of fraud, newly discovered evidence, or other good cause.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	At the end of said 60 day period, the agreement shall be final and irrevocable.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	At the first mediation session the employee shall be advised by the ombudsmen in writing which is notarized that he or she have a right to have any settlement or his or her claim reviewed by a court of competent jurisdiction at any time within 60 days after the date of the settlement and that at the end of 60 days the settlement shall be final and irrevocable.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	Termination - The mediation shall be terminated by the parties reaching a settlement; by a declaration by the mediator to the effect that, in the opinion of the mediator, further efforts at mediation are no longer worthwhile; or by a declaration by any party, at any time, that the mediation proceedings are terminated.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	Conduct of Mediation Sessions - Prior to the first scheduled session the mediator may require the parties to provide the mediator with a brief	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access

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	<b>Compensation Disputes By An Ombudsmen.</b>	memorandum setting forth the party's position with regard to the issues that need to be resolved.		benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	The mediator may <b>require</b> either party to supplement this information.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-1-.08	<b>Policies And Procedures For Mediation Of Workers' Compensation Disputes By An Ombudsmen.</b>	By participating in the mediation process, the parties agree not to subpoena or otherwise <b>require</b> the mediator to testify or produce records, notes or work product in any adversarial proceedings between the parties.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	0-Explanation, restriction on citizen or business ability to access benefits/services and is required by 25-5-290-291-292
480-5-2-.01	<b>Revocation Of Self-Insurance Certificate.</b>	In the event a self-insurance certificate is revoked by the Department under the provisions of <a href="#">Code of Ala. 1975, §25-5-8(d)(1)</a> the Department <b>shall</b> issue a notice of hearing to the employer as provided by rules 480-1-4-.09 and conduct a hearing as provided under rules 480-1-4-.02 through 480-1-4-.11.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The Director may issue to each employer who has made application for self-insurance, and is deemed qualified to operate as a self-insurer and who has met all requirements contained herein, a Certificate of Self-Insurance which <b>shall</b> evidence the Director's authorization for the employer to operate as a self insurer.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The certificate of self-insurance, once issued, <b>shall</b> become effective on the date the certificate is issued or on the date requested on the application	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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		and shall remain in force until cancelled or revoked or otherwise suspended by the Director.		benefits/services and is not directly required by law
480-5-2-.02	Requirements Of Qualification For Self-Insurance.	A certificate shall be valid only to that entity to which it is issued.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	Requirements Of Qualification For Self-Insurance.	No self-insured employer has the authority to extend use of its certificate to any other person, firm or corporation, and the unauthorized extension of said use shall constitute good cause for revocation of the certificate.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	Requirements Of Qualification For Self-Insurance.	Any self-insured employer that amends its articles, charter or agreement of incorporation, association or copartnership, or partnership, or merges or attempts to merge with another entity so as to change its identity or business structure or in any other manner materially alters its status as it existed at the time the certificate was issued, shall within thirty (30) days notify the Director in writing of such action and provide the Director with a copy of such amendments.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	Requirements Of Qualification For Self-Insurance.	Any self-insured employer that proposes to cease doing business in Alabama, or proposes to dispose of, by sale, transfer, convey, sell, or otherwise, the controlling interest of the business for which the certificate was issued, or proposes to dispose of, by sale or otherwise, a significant portion of the in-state assets of the business, or transfer of its workers' compensation liability, for which the certificate was issued, shall immediately notify the Director in writing of the proposed action.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	Requirements Of Qualification For Self-Insurance.	Failure to comply with this provision shall be grounds for revocation of the certificate of self insurance at the discretion of the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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				benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Application - Every employer seeking authority to operate as a self-insured shall make application to the Department of Industrial Relations, Workers' Compensation Division, Montgomery, Alabama, 36131, at least thirty (30) days prior to the requested effective date.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The application shall be made on WCSI Form No. 1, and shall include as attachments current, certified, independently audited financial statements prepared in conformity with generally accepted accounting principles using either the historical cost balance sheet, statement of income, retained earnings and cash flows, or financial statements presented on an income tax basis complete with all schedules, notes and such other supporting financial information as may be deemed necessary by the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	An application fee in the amount of \$500.00 made payable to the Department of Industrial Relations Worker's Compensation Administrative Trust Fund for deposit to said Fund shall accompany each application.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Each application shall include a complete outline of the manner in which the applicant intends to administer its self-insured program.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	All financial statements, reports, or information submitted to the Director by any self-insured employer or by any applicant for authority to self-insure shall be considered confidential, and as such, shall not be disclosed to any	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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		unauthorized person or business entity without written authority, subpoena, or other order of an appropriate court.		benefits/services and is not directly required by law
480-5-2-.02	Requirements Of Qualification For Self-Insurance.	The retention amount shall be \$250,000 or greater.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	Requirements Of Qualification For Self-Insurance.	Security Amount - Each self-insured employer, other than municipalities and political subdivisions, shall maintain security in an amount determined by the Director, in the form of membership in the Alabama Workers' Compensation Self-Insurer's Guaranty Association.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	Requirements Of Qualification For Self-Insurance.	Public utilities are eligible for membership in the Alabama Workers' Compensation Self-Insurer's Guaranty Association or shall furnish and maintain security in any amount determined by the Director in the form of a cash deposit with the Alabama State Treasury or other approved securities.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	Requirements Of Qualification For Self-Insurance.	The Director shall determine the Guaranty Association security amount for each employer authorized to operate as a self-insured at the time of the issuance of the certificate, and the security amount required of each self-insured employer will be reviewed throughout the period during which the certificate remains in effect.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	Requirements Of Qualification For Self-Insurance.	The Guaranty Association security amount shall be predicated on the self-insured's satisfactory proof to the Department of the self-insurer's financial strength and ability to pay all benefits and costs as required by the provisions of the Alabama Workers' Compensation Act.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	<p>The minimum Guaranty Association security amount <b>required</b> of each self-insured employer <b>shall</b> be an amount which is deemed by the Director to be sufficient to pay any and all workers' compensation claims which may reasonably be expected to be incurred but in no event will it be less than the greater of the following:</p> <ol style="list-style-type: none"> <li>1. The sum total of the two (2) highest years of workers' compensation insurance premiums paid by the applicant during the preceding three (3) years, or</li> <li>2. The sum total of the two (2) highest years of incurred workers' compensation claims losses during the preceding three (3) years, or</li> <li>3. The excess insurance retention amount, or</li> <li>4. \$500,000.</li> </ol>	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Administration of Self-Insured Claims - Every self-insured employer <b>shall</b> conduct the administration of its self-insured claims program through the services of a competent administrator or administrative agency or company located in Alabama.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Failure to notify the Director of the proposed change <b>shall</b> constitute good cause for revocation of the certificate of self-insurance.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Failure to comply with this provision <b>shall</b> be grounds for revocation of the certificate of self insurance at the discretion of the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

# Phase I: Administrative Rule Inventory for Department of Labor

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				benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Any self-insurer that refuses to allow the Director, or his or her designee, to examine or audit any books or records <b>shall</b> be subject to revocation of the certificate of self-insurance, and to any other penalty allowed by law or regulation.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Any applicant for self-insurance who refuses to provide any reports or documentation requested by the Director, or who refuses to allow the Director or his or her designee to examine, inspect, or audit any books or records so requested by the Director <b>shall</b> be denied a certificate of self-insurance.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Any such employer <b>shall</b> provide the Director with any and all assistance, material and information, documentation or claims files or claims information which may be reasonably <b>required</b> to enable the Director to determine the total amount of claims liability, including IBNR claims, and outstanding future liabilities incurred by the employer.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Notice - Any notice <b>required</b> to be given by these rules and regulations to the Director <b>shall</b> be deemed proper if made in writing, addressed to Director, Department of Industrial Relations, Workers' Compensation Division, Montgomery, Alabama, 36131.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Any notice <b>required</b> by these rules and regulations to be given to a self-insured employer <b>shall</b> be deemed properly given if in writing and addressed to the employer at the address shown on either the application or the last annual report.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	If <b>require</b> d by the Director, each application <b>must</b> include an actuarially certified summary of the dollar amount of Alabama premiums paid, and losses paid and incurred, including IBNR claims, incurred by the business operations for which the certificate is being sought for the three (3) years preceding the requested effective date.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The actuarial certification <b>must</b> also verify that each worker is properly classified in the proper job classification code and that loss reserves are adequately established in accordance with acceptable actuarial practices and procedures.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	A separate application <b>must</b> be filed for each subsidiary corporation seeking authority to operate as a self-insurer.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The parent corporation <b>must</b> meet the financial qualification standards.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The parent corporation <b>must</b> also maintain these standards.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Any application for a certificate of self-insurance <b>must</b> identify or include as an attachment, a listing of the excess coverage, specifying the insurance company, the policy or contract number and the limits of liability and the retention amount.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Each policy <b>must</b> be properly endorsed to <b>require</b> a minimum of sixty (60) days prior notice to the Director of any material changes, cancellation or nonrenewal, before the existence of such coverage will be considered in determining the applicant's financial ability to pay its workers' compensation claims.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Any self-insured employer <b>must</b> notify the Division of any change in the retention amount of excess coverage within thirty (30) days after the effective date of the change	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Financial Qualification Standards - To qualify for a certificate of authority to self-insure, an applicant <b>must</b> furnish satisfactory proof of sufficient financial resources to pay all workers' compensation claims and benefits and costs for which it may become liable under the provisions of the Alabama Workers' Compensation Act.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	An applicant for a certificate of authority to self-insure, other than municipalities or political subdivisions, <b>must</b> have a net worth of not less than \$5,000,000, a current assets to current liabilities ratio of at least 1.0, and a positive net income for the past three years, shown on the submitted audited financial statements.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	After applicant is approved for self-insurance, the applicant <b>must</b> maintain a net worth of not less than \$5,000,000, a current assets to current liabilities ratio of at least 1.0, and a positive net income.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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				benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	A self-insured <b>must</b> have and maintain specific excess insurance coverage for its workers' compensation liability.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Excess coverage <b>must</b> be underwritten by an insurance carrier properly licensed or approved by the Alabama Department of Insurance to write workers' compensation insurance.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Upon request by the Director, a self-insured <b>must</b> identify or include as an attachment a listing of the excess coverage, specifying the name of the insurance company, the policy or contract number and the limits of liability and the retention amount.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Each policy <b>must</b> be properly endorsed to <b>require</b> a minimum of sixty (60) days prior notice to the Director of any material changes, cancellation or nonrenewal, before the existence of such coverage will be considered in determining the applicant's financial ability to pay its workers' compensation claims.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Any self-insured employer <b>must</b> notify the Division of any change in the retention amount of excess coverage within thirty (30) days after the effective date of the change.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	In the event that a change in the administrative company or agency is desired, notice <b>must</b> be given to and approved by the Director prior to the date on which the change is to occur.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The actuary's report <b>must</b> be submitted to the workers' compensation division for review accompanied by a letter, signed by an officer of the company, verifying that reserves have been set up in the liabilities section of the balance sheet.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The actuarial report <b>must</b> verify the Alabama workers' compensation claims liability, adequacy of loss reserves for incurred and IBNR claims.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Reports - In addition to all reports <b>required</b> by the Workers' Compensation Act, and <b>required</b> elsewhere in these rules, each employer authorized to operate as a self-insurer <b>must</b> file with the Division a loss summary for the year giving totals for compensation and medical expenses paid during the year regardless of injury date and reserves, and a copy of the most recent, certified, independently audited financial statement with accompanying financial notes for the financial year then ended.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	All <b>required</b> reports, documents or requested information <b>must</b> be received by the division no later than ninety (90) days after the close of a self-insured's financial year.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Upon cancellation of self-insurance status, an employer, if legally <b>require</b> d to do so, <b>must</b> have and maintain workers' compensation insurance in accordance with the Alabama workers' compensation laws.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	If the audited financial statements, actuarial reports or any other <b>required</b> reports or documents submitted with the application are dated more than six (6) months prior to the date of the application, the Director may <b>require</b> interim certified financial statements or other interim reports as deemed appropriate.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	In addition to the consolidated financial statements of the parent corporation, the Director may <b>require</b> statements and reports relating to the subsidiary's financial condition be certified and submitted by the appropriate financial officers.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Upon request, an applicant may be <b>required</b> to supplement the application by providing accident statistics, records or other documents, reports, or any other information deemed appropriate relating to the applicant's claims liability and claims paying ability.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The Director may <b>require</b> , at his or her discretion, any other documents or reports as deemed necessary to determine the financial condition of the self-insurance applicant.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The amount of excess insurance and the amount of coverage provided by the excess carrier will be considered in determining an employer's financial ability to pay the claims it incurs. and in determining the Guaranty	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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		Association security amount <b>required</b> of the self-insured employer.		benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The security amount <b>required</b> of any individual self-insurer may be increased for good cause at the Director's discretion, at any time.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The Director may, for good cause, at his or her discretion, <b>require</b> a self-insured entity to post an additional security in the form of a cash deposit with the Alabama State Treasury, or other security subject to the approval of the Director, to secure the payment of workers' compensation claims in Alabama.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Self-insured employers are <b>required</b> to set reserves for claims in an amount deemed to be sufficient to pay any and all claims expense which may reasonably be expected to be incurred.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	The Director may, for good cause, at any time, at his or her discretion, <b>require</b> an independent actuarial verification of the proper classification of workers and/or payroll to further ascertain the adequacy of the claims reserves and claims liability.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	A self-insured employer may ask for a ninety (90) day extension in which to file a <b>required</b> report or document.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Failure to submit a <b>required</b> report within ninety (90) days after the close of the self-insured’s financial year, or within one hundred eighty (180) days if a ninety (90) day extension is granted, will subject the self-insured entity to an administrative penalty of \$50.00 per day for each day the <b>required</b> report is late for a maximum of thirty (30) days, at which time revocation proceedings will begin.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Any self- insured employer who is <b>required</b> by these rules or who desires to have its authority to self-insure cancelled, may do so by furnishing to the Director, at least thirty (30) days prior to the proposed date on which the cancellation is to become effective, notice of the desired action.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-2-.02	<b>Requirements Of Qualification For Self-Insurance.</b>	Reinsurance <b>may not</b> be substituted for excess coverage.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.06	<b>Definitions.</b>	When used in these Rules and Regulations, the following words and phrases <b>shall</b> have the following meanings, respectively, unless the context clearly indicates a different meaning:	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.06	<b>Definitions.</b>	Actuarially Determined Rates <b>shall</b> be consistent with the Casualty Actuarial Society’s Statement of principles Regarding Property and Casualty Insurance Ratemaking and with Standards of Practice promulgated by the Actuarial Standard Board.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.06	<b>Definitions.</b>	(kk)Sponsoring Association - A corporation, unincorporated association or other legal entity engaged in substantial non-profit activity for the benefit of its Participants other than the sponsorship	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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		of a Fund operated pursuant to these Rules which is a qualified tax-exempt organization under Section 501(c)(6) or other applicable tax-exemption provision of the Internal Revenue Code and which shall have been in existence in Alabama for at least five years prior to the date of application to form a self-insurers fund.		benefits/services and is not directly required by law
480-5-3-.07	Formation Of Funds.	(1)A proposed Fund shall file with the Director its application for a certificate of approval accompanied by a non-refundable filing fee in the amount of \$2,000, which shall be deposited into the Workers' Compensation Administrative Trust Fund, at least 120 days prior to the proposed Fund's requested inception date.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.07	Formation Of Funds.	The application shall include the proposed Fund's name, location of its principal office, date of organization, name and address of each Participant, and such other information as the Director may require, together with the following:	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.07	Formation Of Funds.	(n)The address in the State of Alabama where the books and records of the Fund shall be maintained at all times;	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.07	Formation Of Funds.	(o)Attached to such application shall be a current year audited financial statement for the Participant;	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.07	Formation Of Funds.	(s)The deposit shall be considered a part of the first year's contribution payment of each Participant and shall be in an aggregate amount not less than \$1,000,000;	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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				benefits/services and is not directly required by law
480-5-3-.07	Formation Of Funds.	(t)If the new Fund targets an underserved segment, it shall demonstrate its ability to provide more and/or better quality services to the Participants than are offered by the Fund or Funds currently serving that segment;	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.07	Formation Of Funds.	(2)Upon receipt of an application, the Director shall give public notice thereof.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.07	Formation Of Funds.	The Director shall solicit written comments for a period of thirty (30) days.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.07	Formation Of Funds.	Upon the request of a member of the public the Director shall schedule a public hearing on the application.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.07	Formation Of Funds.	The Director shall give appropriate consideration to the public comments made both written and oral.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-3-.07	<b>Formation Of Funds.</b>	Upon finding that the proposed Fund has met all of the <b>requirements</b> of these Rules, the Director may issue a Certificate of Approval setting forth the date the Fund may begin operation in this state, which privilege <b>shall</b> extend until revoked or canceled.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.07	<b>Formation Of Funds.</b>	Upon finding that the applicant has not satisfactorily met all <b>requirements</b> of these Rules the Director <b>shall</b> issue an order refusing to grant approval and such order <b>shall</b> set forth the reasons for such refusal.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	Administrator - The Trustees of a Fund <b>shall</b> appoint an Administrator.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	The Administrator <b>shall</b> perform duties as prescribed by the Trustees.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	The Administrator may be an employee of the Fund or the Sponsoring Association but <b>shall not</b> be an employee of the Fund's Service Company.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-3-.08	Operation Of Funds.	Minimum Annual Contribution - No Fund shall operate unless the sum of its Participants' annual contributions is at least one million dollars (\$1,000,000.00).	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	Minimum Claims Fund - No less than seventy-five percent (75%) of the earned and collected contributions shall be set aside each Fund year as a Fund's Claims Fund.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	Minimum Surety Requirements - A Fund shall post with the Director minimum surety in any form or amount approved by the Director but in no event less than two hundred thousand dollars (\$200,000.00).	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	This surety shall stand in the name of the Director who shall be authorized to sell and/or collect in case of default of the Fund such amount thereof as shall yield sufficient funds to pay outstanding liabilities of the Fund.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	Each Fund shall maintain its financial records on a current basis.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	Every Fund shall have an annual audit performed by an independent certified public accountant.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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				benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	The certified public accountant shall prepare an annual financial statement based on the audit.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	The financial statement shall be presented using generally accepted accounting principles (GAAP), statutory accounting principles (SAP) or governmental accounting principles in the case of government funds.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	The financial statement shall be filed with the Director within six months from the end of the Fund fiscal year unless an extension is granted in writing by the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	Each Fund shall file with the Director a quarterly claims status report and a quarterly financial statement prepared according to statutory accounting principles, generally accepted accounting principles or governmental accounting principles in the case of government funds which reflects the financial condition of each open Fund year.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	The report shall be filed within forty-five (45) days after the close of each quarter and shall be signed by the Administrator.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-3-.08	Operation Of Funds.	Loss reserve discounting - Present value discounting of workers' compensation loss reserves shall be permitted.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	Loss reserves shall not be discounted in an amount greater than that amount allowed by the Internal Revenue Service.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(e)In addition to the reporting requirements in subsections (b) and (c) of this section, the Fund's certified public accountant shall:	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(3)The Board of Trustees shall submit a copy of the report and their response to the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(f)Each Fund shall make a copy of its most recent annual financial statement available to all Participants upon request.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(8)Actuarial Report - Each Fund shall have an evaluation performed annually by an Actuary.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or

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				business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(8)The actuary shall issue an opinion of this evaluation in compliance with actuarial standards, and in accordance with item 7(b) of this rule.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(9)Bylaws and Trust Agreement - Each Fund shall have a set of Bylaws or shall enter into a trust agreement which shall govern the operation of the Fund.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(9)The Bylaws or trust agreement shall contain but not be limited to the following: qualifications for Fund membership; underwriting considerations; the qualifications, method of selection, term of office and quorum for the Board of Trustees; method of amending the Bylaws or trust agreement; the amount of the Board of Trustees’ remuneration which is in excess of actual expenses incurred; provisions acknowledging the joint and several liability of each Fund Participant, and the policy regarding dividends.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(9)Any and all subsequent changes in a Fund’s Sponsoring Association shall be pre-approved by the Department.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(a)Promulgation of Contribution Rates - The Trustees of a Fund shall establish annually contribution rates to be assessed against each Participant based upon employee classifications.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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				benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	The rates shall be determined by one of the following methods and approved by the Director:	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(d)All Funds shall use the most current uniform experience modification formula accepted by the Alabama Department of Insurance.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(e)Any discounts from these rates shall be approved by the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(14)Names, Addresses and GSI Numbers of Fund Participants - All Funds shall maintain an accurate list of the names, addresses and GSI Numbers of Participants by Fund year.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(14)The list shall be provided to the Director within thirty (30) days after the beginning of each Fund year.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-3-.08	<b>Operation Of Funds.</b>	(15)Participant Application - All Funds shall provide to the Director a copy of the Participant Application of a new Participant within thirty (30) days after acceptance for participation in the Fund.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(15)Participation Agreement - All Funds shall provide to the Director a copy of the Participation Agreement of a new Participant within thirty (30) days after acceptance for participation in the Fund.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(17)Eligibility of Participants - A Fund Participant shall not be eligible to participate in another fund until the Department has been notified of (a) the termination of participation in the original fund; and (b) that there is no outstanding balance of contributions owed to the original fund.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(18)Change of Participant Legal Status - All Funds shall require any Participant which changes its legal status (i.e. sole proprietor to corporation) to complete a new Participation Application and execute a new Participation Agreement.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(19)Non-renewed or Terminated Participants - All Funds shall provide the Director a list indicating the names, addresses and GSI Numbers of non-renewed Participants within thirty (30) days after the beginning of a Fund year.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(19)All Funds shall provide the Director the names and addresses of any terminated Fund Participant and the reasons for the termination within thirty(30) days after termination.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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				benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(21)Forms Prescribed by Department - All applications, participation agreements, notices, and lists <b>required</b> under these rules and regulations to be provided the Department <b>shall</b> be in the form prescribed by the Department.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	The Director <b>shall</b> give written notice of such revocation to the Fund and its Service Company.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.09	<b>Departmental Intervention.</b>	The Fund <b>shall</b> have thirty (30) days from the mailing of the notice to request a hearing on the revocation.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.09	<b>Departmental Intervention.</b>	Failure to request a hearing within the prescribed time <b>shall</b> result in the revocation becoming effective sixty (60) days from the mailing of the original notice.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.09	<b>Departmental Intervention.</b>	In no event <b>shall</b> a revocation become effective prior to the date that a hearing (if a hearing is requested) is scheduled.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-3-.09	<b>Departmental Intervention.</b>	Such notice <b>shall</b> be served personally or by certified or registered mail to the Fund Administrator and to the Fund Trustees.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.09	<b>Departmental Intervention.</b>	The Director <b>shall</b> prescribe forms and instructions <b>required</b> by these Rules.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.10	<b>Powers And Authority Of The Director.</b>	Trustees <b>must</b> be, during the term of holding office, a member of the Fund or an employee of a member.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.06	<b>Definitions.</b>	The rates <b>must</b> be submitted to the Department on or before October first (1st) of each year.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(15)Any application received by the Department after the thirty days, <b>must</b> be accompanied by an explanation.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(20)Participants with Common Ownership - Participants having a common ownership but which operate under different trade names <b>must</b> maintain separate participation and be assigned individual participant identification,	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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		provided, however, a corporation with divisions operating under different trade names may, if requested by the Fund, be assigned one individual participant identification.		benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(a) Such distribution <b>must</b> be authorized in advance by the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(b)Such distribution <b>must</b> be authorized in advance by the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(c)A copy of this notice <b>must</b> be provided to all the individuals or companies that market to prospective Fund Participants.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.09	<b>Departmental Intervention.</b>	(4)All Fund mergers <b>must</b> be approved in advance by the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.10	<b>Powers And Authority Of The Director.</b>	(c)The Minimum Credibility Standard for adjusting an NCCI loss Cost is 50%, which <b>requires</b> the approximate expected loss equivalent of 250 lost time claims, within the NCCI classification, in the most current five year period (i.e., an average of 50 lost time claims per year).	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-3-.06	<b>Definitions.</b>	(e)Administrative Fund - An amount or percentage of the annual contribution plus the investment earnings of a Fund which are not needed to satisfy the Specific or Aggregate Excess Insurance retention and not otherwise <b>required</b> to pay incurred claims.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.06	<b>Definitions.</b>	(r)Discount - The amount by which the approved contribution <b>requirement</b> can be reduced by a Fund, pursuant to the Director's approval.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	
480-5-3-.06	<b>Definitions.</b>	(s)Dividend - Any monies held by a Fund which are not <b>required</b> for expenses or claims reserves and which the Director has authorized in writing for the Fund to distribute.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	
480-5-3-.06	<b>Definitions.</b>	(q)A confirmation of the <b>required</b> Specific Excess Insurance in a form and amount acceptable to the Director;	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	
480-5-3-.07	<b>Formation Of Funds.</b>	(3)Excess Insurance - All Funds are <b>required</b> to obtain specific excess insurance.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	A “current basis” is generally considered as the maintenance of financial records in a manner that would allow the Fund to file accurate quarterly and annual reports as herein <b>required</b> and make any disbursements or file any reports as may be <b>required</b> by the state or federal governments.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	<b>Operation Of Funds.</b>	(f)This <b>requirement</b> may be satisfied by making available to all Participants an extract of the statement in a form approved by the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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480-5-3-.08	Operation Of Funds.	(10)Contract with Approved Service Company - All funds are required to enter into a written contract with an approved Service Company.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	Investments - The trustees may invest funds not currently required for Fund obligations in the following	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	Investment Advisors - All Funds are authorized but not required to utilize the services of a registered investment advisor.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	(b)Rates based on "Deductible" plans may be offered Participants if approved by the Director and, if required, by the Fund's excess insurance or reinsurance carrier.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.08	Operation Of Funds.	Circumstances, in the discretion of the Director, may require acceleration of the process.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-3-.09	<b>Departmental Intervention.</b>	(b)If the Director determines that implementation of Phase I has not satisfied his concerns, or that violations or impairments are so acute as to warrant immediate documentation he may <b>require</b> the Trustees to submit a written remediation plan.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.09	<b>Departmental Intervention.</b>	Limited Waiver Authority - The Director may not waive any of the <b>requirements</b> of Rule 480-5-3-.07 relative to the formation of Funds.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.10	<b>Powers And Authority Of The Director.</b>	The Director may for good cause shown waive the <b>requirements</b> of any other of these Rules.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.10	<b>Powers And Authority Of The Director.</b>	Merging of Fund - If an existing Fund desires to merge with another Fund, an insurance carrier or similar entity the Director may <b>require</b> financial, actuarial, or other information deemed appropriate to ensure that sufficient capital and/or surplus exist for the payment of incurred or unreported workers' compensation claims and that the member equity is protected.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.10	<b>Powers And Authority Of The Director.</b>	(2)Forms <b>may not</b> be modified without prior written approval of the Director.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-3-.10	<b>Powers And Authority Of The Director.</b>	An individual, partnership, or corporation engaged in the business of servicing a fund <b>shall</b> have a full-time office in the State of Alabama which has full authority to investigate and pay claims under the provisions of the law.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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480-5-4-.01	<b>Self-Insurance Service Company.</b>	Service companies shall make application to the Director prior to entering into a contract and shall satisfy the Director that they have adequate facilities and competent personnel to service a fund or self-insured employer in such a manner to fulfill the employer's obligations under the Law and rules.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	<b>Self-Insurance Service Company.</b>	(a)The owners of the business, including members of a partnership and the officers of a corporation, shall be persons of good moral character with reputations for honesty and fair dealings, and in the case of an individual ownership, the owner shall have had at least five (5) years of satisfactory experience and training in underwriting and claims adjusting in the field of workers' compensation.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	<b>Self-Insurance Service Company.</b>	(a)In the case of a partnership or corporation, at least one member of the firm shall have had the experience and training mentioned above.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	<b>Self-Insurance Service Company.</b>	(a)The Director shall be furnished with the names of such employees and/or persons under contract prior to their performing such services.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	<b>Self-Insurance Service Company.</b>	(b)The service company shall file with the Department copies of all contracts entered into with the self-insured employers or fund.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-4-.01	Self-Insurance Service Company.	(b) The contract shall include those services necessary to fulfill the employers' obligations under the Alabama Workers' Compensation Law and rules.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	Self-Insurance Service Company.	(c) Upon compliance to the satisfaction of the Director with the above provisions, a certificate of approval as a recognized and authorized service organization shall be issued to the applicant.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	Self-Insurance Service Company.	(d) Failure to comply with any of the foregoing rules or any order of the Department within the time prescribed shall be considered good cause for withdrawal of the certificate of approval.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	Self-Insurance Service Company.	(d) The Department shall give prior written notice of such withdrawal.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	Self-Insurance Service Company.	(d) The service company shall have fifteen (15) days from the date of mailing to request a hearing.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	Self-Insurance Service Company.	(d) Failure to request a hearing within the time prescribed shall result in withdrawal becoming effective thirty (30) days from the date of mailing of the original notice.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access

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				benefits/services and is not directly required by law
480-5-4-.01	<b>Self-Insurance Service Company.</b>	(d)In no event <b>shall</b> withdrawal of the certificate of approval be effective prior to the date that the hearing on the question is scheduled.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	<b>Self-Insurance Service Company.</b>	(d)Such notice <b>shall</b> be served personally or by certified or registered mail, upon all interested parties.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	<b>Self-Insurance Service Company.</b>	(e)In the event the Department <b>shall</b> withdraw the Certificate of Approval and said withdrawal become effective, then the service company <b>shall</b> have the right to appeal the final withdrawal of certificate to the Circuit Court of Montgomery County, Alabama, within thirty (30) days of the withdrawal becoming effective.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-4-.01	<b>Self-Insurance Service Company.</b>	However, the owner of the business or any member of the firm not having the <b>required</b> experience and training in claims underwriting and adjusting may in lieu thereof employ personnel or contract with persons meeting such qualifications.	<a href="#">Code of Ala. 1975, § 25-2-2(6)</a>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5.01	Scope Of Utilization and Bill Screening Rules	Nothing in Rule 480-5-5-.06 <b>shall</b> be construed to restrict or deny the employer's prerogative to authorize medical care pursuant to the Workers' Compensation Law.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5.01	Scope Of Utilization and Bill Screening Rules	These Rules <b>shall</b> address medical services provided to compensable workers' compensation cases (claims) approved and authorized by the employer.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5.01	Scope Of Utilization and Bill Screening Rules	These Rules <b>shall</b> not apply to medical services provided to an injured employee during the period of investigation to determine if the injury was the result of an accident arising out of and in the course of the employee's employment, but the employer/agent may apply these Rules retrospectively if compensability is accepted by the employer.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5.01	Scope Of Utilization and Bill Screening Rules	These Rules do not and <b>shall</b> not mandate the contracting of any outside vendor to perform utilization review and/or bill screening services for an employer or carrier.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5.01	Scope Of Utilization and Bill Screening Rules	These Rules <b>shall</b> not take precedence over any arrangement between any employer, workers' compensation insurance carrier, self-insured employer, group fund or agent and provider of medical services regarding any rate, fees, or level of reimbursement which does not exceed that which is set by law or bill screening and/or utilization management agreements.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5.01	Scope Of Utilization and Bill Screening Rules	Nothing in these Rules <b>shall</b> be construed as to create any cause of action.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5.01	Scope Of Utilization and Bill Screening Rules	In the event that Utilization Review and Bill Screening is mandated by Law, these Rules <b>shall</b> be reviewed in accordance with the change.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5.01	Scope Of Utilization and Bill Screening Rules	These Rules <b>shall</b> be reviewed at least annually for continued appropriateness.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	When used in these rules, the following words and phrases <b>shall</b> have the following meanings:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Accident</b> - The term, as used in the phrases “personal injuries due to accident” or “injuries or death caused by accident,” <b>shall</b> be construed to mean an unexpected or unforeseen event, happening suddenly and violently, with or without human fault, and producing at the time, injury to the physical structure of the body or damage to an artificial member of the body by accidental means.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Employer</b> - Every person who employs another to perform a service for hire and pays wages directly to the person. The term <b>shall</b> include a service company for a self-insurer or any person, corporation, copartnership, or association, or group thereof, and shall, if the employer is insured, include his or her insurer, the insurer being entitled to the employer's rights, immunities, and remedies under the Alabama Workers' Compensation Law, as far as applicable. The inclusion of an employer's insurer within the term shall not provide the insurer with immunity from liability to an injured employee, or his or her dependent in the case of death to whom the insurer would otherwise be subject to liability under Code of Ala. 1975, §25-5-11. Notwithstanding the provisions of the Alabama Workers' Compensation Law, in no event shall a common carrier by motor vehicle operating pursuant to a certificate of public convenience and necessity be deemed the “employer” of a leased-operator	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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		or owner-operator of a motor vehicle or vehicles under contract to the common carrier.		
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Employer</b> - Every person who employs another to perform a service for hire and pays wages directly to the person. The term shall include a service company for a self-insurer or any person, corporation, copartnership, or association, or group thereof, and <b>shall</b> , if the employer is insured, include his or her insurer, the insurer being entitled to the employer's rights, immunities, and remedies under the Alabama Workers' Compensation Law, as far as applicable. The inclusion of an employer's insurer within the term shall not provide the insurer with immunity from liability to an injured employee, or his or her dependent in the case of death to whom the insurer would otherwise be subject to liability under Code of Ala. 1975, §25-5-11. Notwithstanding the provisions of the Alabama Workers' Compensation Law, in no event shall a common carrier by motor vehicle operating pursuant to a certificate of public convenience and necessity be deemed the "employer" of a leased-operator or owner-operator of a motor vehicle or vehicles under contract to the common carrier.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Employer</b> - Every person who employs another to perform a service for hire and pays wages directly to the person. The term shall include a service company for a self-insurer or any person, corporation, copartnership, or association, or group thereof, and shall, if the employer is insured, include his or her insurer, the insurer being entitled to the employer's rights, immunities, and remedies under the Alabama Workers' Compensation Law, as far as applicable. The inclusion of an employer's insurer within the term <b>shall</b> not provide the insurer with immunity from liability to an injured employee, or his or her dependent in the case of death to whom the insurer would otherwise be subject to liability under Code of Ala. 1975, §25-5-11. Notwithstanding the provisions of the Alabama Workers' Compensation Law, in no event shall a common carrier by motor vehicle operating pursuant to a certificate of public convenience and necessity be deemed the "employer" of a leased-operator	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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		or owner-operator of a motor vehicle or vehicles under contract to the common carrier.		
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Employer</b> - Every person who employs another to perform a service for hire and pays wages directly to the person. The term shall include a service company for a self-insurer or any person, corporation, copartnership, or association, or group thereof, and shall, if the employer is insured, include his or her insurer, the insurer being entitled to the employer's rights, immunities, and remedies under the Alabama Workers' Compensation Law, as far as applicable. The inclusion of an employer's insurer within the term shall not provide the insurer with immunity from liability to an injured employee, or his or her dependent in the case of death to whom the insurer would otherwise be subject to liability under Code of Ala. 1975, §25-5-11. Notwithstanding the provisions of the Alabama Workers' Compensation Law, in no event <b>shall</b> a common carrier by motor vehicle operating pursuant to a certificate of public convenience and necessity be deemed the "employer" of a leased-operator or owner-operator of a motor vehicle or vehicles under contract to the common carrier.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Employee or Worker</b> - The terms are used interchangeably, have the same meaning throughout the Alabama Workers' Compensation Law, and <b>shall</b> be construed to mean the same.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Independent Medical Examination (IME)</b> - An independent assessment of an injured workers' physical condition and/or bodily functions that is performed by a non-treating physician at the request of the employer/agent or employee. The non-treating physician <b>shall</b> not be the individual's family physician or a physician who is currently or has previously treated the individual for the same complaint.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	The party requesting the IME <b>shall</b> be the responsible party for payment of this service.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is

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				required by §25-5-77 therefore not discretionary
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Injury</b> - “Injury and personal injury” <b>shall</b> mean only injury by accident arising out of and in the course of the employment, and shall not include a disease in any form, except for an occupational disease or where it results naturally and unavoidably from the accident. Injury shall include physical injury caused either by carpal tunnel syndrome disorder or by other cumulative trauma disorder if either disorder arises out of and in the course of the employment, and breakage or damage to eyeglasses, hearing aids, dentures, or other prosthetic devices which function as part of the body, when injury to them is incidental to an on-the-job injury to the body.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Injury</b> - “Injury and personal injury” shall mean only injury by accident arising out of and in the course of the employment, and <b>shall</b> not include a disease in any form, except for an occupational disease or where it results naturally and unavoidably from the accident. Injury shall include physical injury caused either by carpal tunnel syndrome disorder or by other cumulative trauma disorder if either disorder arises out of and in the course of the employment, and breakage or damage to eyeglasses, hearing aids, dentures, or other prosthetic devices which function as part of the body, when injury to them is incidental to an on-the-job injury to the body.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Injury</b> - “Injury and personal injury” shall mean only injury by accident arising out of and in the course of the employment, and shall not include a disease in any form, except for an occupational disease or where it results naturally and unavoidably from the accident. Injury <b>shall</b> include physical injury caused either by carpal tunnel syndrome disorder or by other cumulative trauma disorder if either disorder arises out of and in the course of the employment, and breakage or damage to eyeglasses, hearing aids, dentures, or other prosthetic devices which function as part of the body, when injury to them is incidental to an on-the-job injury to the body.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.02	Utilization Review and Bill Screening Definitions	To be medically necessary, services and supplies <b>shall</b> meet the following criteria: be consistent with the diagnosis and treatment of the work related illness or injury; be consistent with the standard of care for good medical practice; not be solely for the convenience of the patient, family, hospital, physician or other provider; be in the most appropriate and cost effective medical care setting as determined by the patient's condition; and have scientifically established medical value.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Non-emergency Ambulance Transportation</b> - Non-emergency transport of patients in a recumbent position who require transportation to or from a physician's office, hospital, other health care facility, or residence. This <b>shall</b> not include a hospital operated vehicle used exclusively for intra-hospital facility transfers.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Physician</b> - For the purposes of providing services and treatment under the Alabama Workers' Compensation Law, Code of Ala. 1975, §25-5-77, physician <b>shall</b> mean medical doctor, surgeon, and chiropractor.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.02	Utilization Review and Bill Screening Definitions	For the purposes of oversight for services rendered pursuant to the Alabama Workers' Compensation Law set forth in and other functions required by Article 12 of the Alabama Workers' Compensation Law found in Code of Ala. 1975, §§25-5-310 through 25-5-315, physician <b>shall</b> mean a doctor of medicine or doctor of osteopathy licensed to practice medicine.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-310 therefore not discretionary
480-5-5-.02	Utilization Review and Bill Screening Definitions	Prevailing” <b>shall</b> include not only amounts per procedure code, but also commonly used adjudication rules as applied to multiple procedures, global procedures, use of assistant surgeons, and others as appropriate.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	For hospitals, “prevailing” rate of reimbursement or payment <b>shall</b> be established by the method contained in Code of Ala. 1975, §25-5-77.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is

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				required by §25-5-77 therefore not discretionary
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Singular and Plural</b> - Wherever the singular is used, the plural <b>shall</b> be included.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	<b>Working Days - Shall</b> mean Monday through Friday; however, not including legal holidays.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	In computing any period of time prescribed or allowed by these Rules, the day of the act or event from which the designated period of time begins to run <b>shall</b> not be included.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.02	Utilization Review and Bill Screening Definitions	The last day of the period so computed <b>shall</b> be included, unless it is a Saturday, a Sunday, or a legal holiday.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.03	Timely Payment of Undisputed Medical Claims	Appropriate reimbursement pursuant to Rule 480-5-5-.04 for undisputed medical services reasonably performed and billed in accordance with Code of Alabama, 1975, §25-5-3 <b>shall</b> be paid to the provider within 25 working days of receipt of an approved service claim form pursuant to Rule 480-5-5-.22.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.03	Timely Payment of Undisputed Medical Claims	A request for any additional documentation by a payer or agent <b>shall</b> be made by the payer or agent to the provider within fourteen (14) working	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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		days of receipt of the approved service claim form by the payer or agent.		therefore not a regulatory restriction
480-5-5-.03	Timely Payment of Undisputed Medical Claims	A request for documentation <b>shall</b> be made by the payer or agent to the provider via phone with written follow up or facsimile.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.03	Timely Payment of Undisputed Medical Claims	If the documentation has not been provided to the requesting party within 14 working days of the receipt of the phoned request, the 25 working day deadline for payment <b>shall</b> not begin to run until the requested documentation is provided to the requesting party.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.03	Timely Payment of Undisputed Medical Claims	If the requested documentation has been provided to the requesting party within 14 working days of the receipt of the phoned request, the 25 working day deadline for payment <b>shall</b> begin to run upon receipt of the requested documentation by the requesting party.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.03	Timely Payment of Undisputed Medical Claims	There <b>shall</b> be added to any undisputed service claim form which is not paid within 25 working days an amount equal to 10 percent (10%) of the unpaid balance pursuant to <u>Code of Alabama, 1975, §25-5-77(h)</u> .	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.04	Statement of Medical Services	A statement of medical services <b>shall</b> be made in accordance with standard coding methodology as established by the ICD-10-CM, HCPCS, and CPT-4 coding manuals and prevailing adjudication rules in <u>Code of Alabama, 1975, §25-5-1(15)</u> .	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.04	Statement of Medical Services	Unbundling, fragmenting charges, duplicating, overitemizing coding, upcoding, unrelated charges, or engaging in any other practice for the purpose of inflating bills for reimbursement <b>shall</b> be prohibited.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.04	Statement of Medical Services	When specific codes are used in these Rules, the code reference <b>shall</b> refer to the most current description of the specific code or successor to such code as referenced in the most current edition of the coding manuals described in Rule 480-5-5.04(1).	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.04	Statement of Medical Services	Medical services <b>shall</b> be billed by the provider using the provider's usual, customary and reasonable charges, although appropriate reimbursement shall be limited to the prevailing reimbursement as ascertained by the Department and published in the most current appropriate provider Maximum Fee Schedule; or as established through negotiated agreements between the Department and participating hospitals; or as established by statutory committee for nonparticipating hospitals; or according to any mutually agreed upon reimbursement in accordance with <u>Code of Alabama 1975, §25-5-314</u> .	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.04	Statement of Medical Services	Medical services shall be billed by the provider using the provider's usual, customary and reasonable charges, although appropriate reimbursement <b>shall</b> be limited to the prevailing reimbursement as ascertained by the Department and published in the most current appropriate provider Maximum Fee Schedule; or as established through negotiated agreements between the Department and participating hospitals; or as established by statutory committee for nonparticipating hospitals; or according to any mutually agreed upon reimbursement in accordance with <u>Code of Alabama 1975, §25-5-314</u> .	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-314 therefore not discretionary
480-5-5-.04	Statement of Medical Services	Billing for subsequent medical services <b>shall</b> not include repeat billing for medical services previously performed and billed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.05	Entity Qualified to Perform Bill Screening	The following criteria <b>shall</b> be used by the Department of Industrial Relations to qualify an employer/ agent who may perform the bill screening of medical services for workers' compensation claims.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.05	Entity Qualified to Perform Bill Screening	<p>This entity <b>shall</b> be qualified by the Department as required in Rule 480-5-5-.05 and/or 480-5-5-.06, as applicable, of these rules. This entity shall:</p> <p style="padding-left: 40px;">(a) Be familiar with medical terms; and</p> <p style="padding-left: 40px;">(b) Be familiar with the ICD-10-CM, CPT-4, and HCPCS Coding Manuals and Alabama Department of Industrial Relations Administrative Code Utilization Management and Bill Screening Chapter, and reimbursement as published in the most current Alabama Workers' Compensation Maximum Fee Schedule according to provider type;</p>	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.05	Entity Qualified to Perform Bill Screening	<p>This entity shall be qualified by the Department as required in Rule 480-5-5-.05 and/or 480-5-5-.06, as applicable, of these rules. This entity <b>shall</b>:</p> <p style="padding-left: 40px;">(a) Be familiar with medical terms; and</p> <p style="padding-left: 40px;">(b) Be familiar with the ICD-10-CM, CPT-4, and HCPCS Coding Manuals and Alabama Department of Industrial Relations Administrative Code Utilization Management and Bill Screening Chapter, and reimbursement as published in the most current Alabama Workers' Compensation Maximum Fee Schedule according to provider type;</p>	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	The technical reviewer <b>shall</b> not deny a medical service related to an accepted compensable claim but shall refer any medical services which may not be approved to the first level of clinical review.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services

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				and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	The technical reviewer shall not deny a medical service related to an accepted compensable claim but <b>shall</b> refer any medical services which may not be approved to the first level of clinical review.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	Nurses and other licensed or similarly certified medical professionals conducting first level clinical review of medical and surgical services and other clinical reviewers conducting reviews <b>shall</b> , in addition to qualifications of Rule 480-5-5-.05:	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	Physicians or medical directors who directly support the utilization review activity of an employer/agent or URE <b>shall</b> perform second level clinical review.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	In addition to the qualifications of Rule 480-5-5-.05, physicians or medical directors performing second level review <b>shall</b> : Hold a current nonrestricted license to practice	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	Third level clinical reviewers <b>shall</b> be providers who serve as peer consultants or peer advisors and render Peer Clinical Review (Third Level Clinical Review) determinations for an expedited or standard appeal and shall, in addition to the qualification of Rule 480-5-5-.06 (3), demonstrate their competency and currency by:	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	Third level clinical reviewers shall be providers who serve as peer consultants or peer advisors and render Peer Clinical Review (Third Level Clinical Review) determinations for an expedited or standard appeal and <b>shall</b> , in addition to the qualification of Rule 480-5-5-.06 (3), demonstrate their competency and currency by	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-5-.06	Entity Qualified to Perform Utilization Review	An entity seeking to become qualified under this Rule <b>shall</b> submit an application in the form approved by the Director of the Department to the Workers' Compensation Division.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	<b>Qualified Utilization Review Entity (URE):</b> A utilization review entity performing utilization review <b>shall</b> have a review staff properly qualified pursuant to this Rule and trained, supervised and supported by written clinical review criteria and review procedures.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	An applicant for certification <b>shall</b> submit an application to the Workers' Compensation Division and meet the Department's minimal requirements as established by this Rule.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	The application <b>shall</b> be WC Form 50, or most current revision.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	The Department <b>shall</b> issue a certificate to an applicant that has met all the requirements of this Rule.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	Any utilization review entity who is accredited by URAC or the Alabama Department of Public Health <b>shall</b> be deemed to be qualified and shall be issued a certificate by the Department upon receipt of a copy of the entity's URAC or Department of Public Health certification.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.06	Entity Qualified to Perform Utilization Review	Any utilization review entity who is accredited by URAC or the Alabama Department of Public Health shall be deemed to be qualified and <b>shall</b> be issued a certificate by the Department upon receipt of a copy of the entity's URAC or Department of Public Health certification.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.06	Entity Qualified to Perform Utilization Review	A certificate initially issued pursuant to this Rule <b>shall</b> expire two years following its effective date unless renewed for a two-year term pursuant to the Department's requirements for such renewal.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.06	Entity Qualified to Perform Utilization Review	The documentation <b>shall</b> be retrievable on a claim-by-claim basis for completion and classification on activity performance; and 8. Provide a name and telephone number of a person for the Department to contact.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	The Department <b>shall</b> notify the URE in writing of any alleged violation of these Rules.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.06	Entity Qualified to Perform Utilization Review	Delivery of the notice <b>shall</b> be by either certified or registered mail.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.06	Entity Qualified to Perform Utilization Review	The qualified entity <b>shall</b> respond in writing to the notice not later than 30 days after the notice is received.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.06	Entity Qualified to Perform Utilization Review	Before denying or revoking a certificate under this Rule, the Department <b>shall</b> provide the applicant or certificate holder with the opportunity to file an administrative appeal pursuant to the Rule 480-5-5-.23 (2) and the successive levels of appeal.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.07	Utilization Review Process	The employer/agent or designated employee <b>shall</b> not deny a medical service but shall refer any medical services which may not be approved to the first level of clinical review.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services

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				and is not directly required by law
480-5-5-.07	Utilization Review Process	The employer/agent or designated employee shall not deny a medical service but <b>shall</b> refer any medical services which may not be approved to the first level of clinical review.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	<b>First Level Clinical Review</b> - Medical services that do not meet the criteria for first level clinical review <b>shall</b> be referred to the second level of review prior to a non-certification or denial determination.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	If the physician performing the second level clinical review is not a peer to the ordering physician and a decision to approve the request cannot be rendered, the second level clinical reviewer <b>shall</b> : 1. Notify the requesting provider that up to 48 hours will be allowed for the purpose of a review by the requesting provider’s peer, and  2. Refer the request for a review by the requesting provider’s peer.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	The physician or medical director performing second level clinical review <b>shall</b> be reasonably available (within one business day) by telephone or in person to discuss the determination with the attending physician and/or other ordering providers.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	Upon request by the attending physician or other ordering provider, a non-certification or denial of payment for medical services pursuant to the Second Level Clinical Review process <b>shall</b> be reviewed pursuant to the Peer Clinical Review (Third Level Clinical Review) process.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	The Third Level Clinical Reviewer <b>shall</b> not be the same peer that rendered a denial or adverse determination at the Second Level Clinical Review.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services

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				and is not directly required by law
480-5-5-.07	Utilization Review Process	Expedited Appeal - When a determination not to certify a medical service is made prior to or during an ongoing service requiring review, and the provider believes that the determination warrants immediate appeal, the provider <b>shall</b> have an opportunity to appeal that determination over the telephone on an expedited basis. Each qualified utilization review entity shall provide for reasonable access to its consulting Peer Clinical Review providers for such appeals. Both the provider and qualified utilization review entity shall share the maximum information by phone, facsimile or otherwise to resolve the expedited appeal (sometimes called a reconsideration request) satisfactorily.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.07	Utilization Review Process	Expedited Appeal - When a determination not to certify a medical service is made prior to or during an ongoing service requiring review, and the provider believes that the determination warrants immediate appeal, the provider shall have an opportunity to appeal that determination over the telephone on an expedited basis. Each qualified utilization review entity <b>shall</b> provide for reasonable access to its consulting Peer Clinical Review providers for such appeals. Both the provider and qualified utilization review entity shall share the maximum information by phone, facsimile or otherwise to resolve the expedited appeal (sometimes called a reconsideration request) satisfactorily.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	Expedited Appeal - When a determination not to certify a medical service is made prior to or during an ongoing service requiring review, and the provider believes that the determination warrants immediate appeal, the provider shall have an opportunity to appeal that determination over the telephone on an expedited basis. Each qualified utilization review entity shall provide for reasonable access to its consulting Peer Clinical Review providers for such appeals. Both the provider and qualified utilization review entity <b>shall</b> share the maximum information by phone, facsimile or otherwise to resolve the expedited appeal (sometimes called a reconsideration request) satisfactorily.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-5-.07	Utilization Review Process	Standard Appeal - The qualified utilization review entity <b>shall</b> establish procedures for appeals to be made in writing and/or by telephone.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	Each qualified utilization review entity <b>shall</b> notify in writing the attending physician and claims administrator of its determination on the appeal as soon as practical, but in no case later than 30 days after receiving the required documentation on the appeal.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	Prior to upholding the original decision not to certify for clinical reasons, the qualified utilization review entity <b>shall</b> obtain a review of such documentation by a Peer Clinical Review (Third Level Clinical Review) provider who was not involved in the original determination.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	The process established by a qualified utilization review entity may include a time period within which an appeal <b>shall</b> be filed to be considered.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	An attending physician or other ordering provider who has been unsuccessful in an attempt to reverse the appealed determination <b>shall</b> be provided the clinical basis for the upheld determination upon request.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	Notification of Adverse Determination Due to the Utilization Review Process - Notwithstanding any other provision of the Alabama Department of Industrial Relations Administrative Code, Utilization Management and Bill Screening Chapter, a response <b>shall</b> be generated in writing (letter or facsimile) if the treatment or admission is denied.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	Copies of the written response, if required, <b>shall</b> be sent to the provider and shall notify the party of the right to appeal and the appeal process.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-5-.07	Utilization Review Process	Copies of the written response, if required, shall be sent to the provider and <b>shall</b> notify the party of the right to appeal and the appeal process.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	The denial letter <b>shall</b> contain the following elements: claimant’s name, the claimant’s identifying number and address; date of accident; treatment or service denied; effective date of the denial; name of provider or facility; reason for denial; and the appeals process.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.07	Utilization Review Process	The claimant <b>shall</b> be copied on all denial letters.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.08	Medical Precertification Requirements	Application for pre-certification <b>shall</b> be made as early as possible by the provider prior to rendering of the medical services for a compensable illness or injury.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.08	Medical Precertification Requirements	The following medical services <b>shall</b> require authorization and pre-certification to be eligible for reimbursement:	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.08	Medical Precertification Requirements	If medical services are for treatment of a medical emergency, notification <b>shall</b> be made by the provider to the employer/agent no later than the next working day.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.08	Medical Precertification Requirements	The URE or employer/agent <b>shall</b> in the case of a denial of pre-certification or medical services, provide written (letter or facsimile) notification of the review decision to the requesting provider.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-5-.08	Medical Precertification Requirements	The employer/agent <b>shall</b> maintain appropriate internal documentation of each request for pre-certification to verify the process and the decision for claims processing, reporting, and audit purposes.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.08	Medical Precertification Requirements	Physicians and other referring providers <b>shall</b> , except for an emergency, request pre-certification at least 48 hours or two working days prior to hospitalization or other medical services requiring pre-certification.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.08	Medical Precertification Requirements	This Rule is not intended to and <b>shall</b> not be deemed to supersede any agreement or other arrangements between providers and payers regarding what procedures or sites shall be pre-certified.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.08	Medical Precertification Requirements	This Rule is not intended to and shall not be deemed to supersede any agreement or other arrangements between providers and payers regarding what procedures or sites <b>shall</b> be pre-certified.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.09	Procedure for Precertification	Pre-certification review <b>shall</b> be conducted by telephone and/or facsimile during normal business hours (8:30 a.m. to 4:30 p.m. Central time, Monday through Friday, excluding legal holidays). Written requests may be processed by the URE or employer/agent on a case-by-case basis	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	The physician, hospital, or other provider <b>shall</b> initiate the process by calling the employer/agent at least 48 hours or two working days in advance, except for an emergency.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	The URE or employer/agent <b>shall</b> respond with a review determination to the physician, hospital, or other provider within 48 hours or two working days after the receipt of necessary information.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-5-.09	Procedure for Precertification	If a patient does not enter the hospital or receive other medical services on the proposed date or within 15 days following that date, recertification <b>shall</b> be required.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	In such cases, the caller <b>shall</b> contact the URE or employer/agent to reaffirm the previously submitted data	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	The provider <b>shall</b> supply the following information to the employer/agent:	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	The provider <b>shall</b> furnish descriptive/narrative information and the URE or employer/agent shall assist in providing the ICD-10-CM and/or CPT-4 codes.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	The provider shall furnish descriptive/narrative information and the URE or employer/agent <b>shall</b> assist in providing the ICD-10-CM and/or CPT-4 codes.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	Criteria for Admission - All non-emergency hospital admissions <b>shall</b> be reviewed using generally accepted criteria to assess the need for the level of care.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	The criteria for length of stay <b>shall</b> be based on medical necessity and generally accepted criteria.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-5-.09	Procedure for Precertification	Hospital admission requests that clearly conform to paragraph (3) of this Rule 480-5-5-.09 <b>shall</b> be approved and an initial length of stay may be assigned.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	Diagnosis or symptoms that do not conform to established clinical criteria <b>shall</b> be reviewed by a registered nurse or physician before approval for treatment or admission is issued.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	Physicians <b>shall</b> make the decision on all denials of certification, which constitutes the Second Level Clinical Review as set forth in Rule 480-5-5-.07.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	A response <b>shall</b> be generated in writing (letter or facsimile) if the treatment or admission is denied.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	Verbal or facsimile response <b>shall</b> be given within two working days from the time of the receipt of all necessary information	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	Copies of the written response, if required, <b>shall</b> be sent to the requesting provider and shall notify the party of the right to appeal and the appeal process	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	Copies of the written response, if required, shall be sent to the requesting provider and <b>shall</b> notify the party of the right to appeal and the appeal process	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-5-.09	Procedure for Precertification	The denial letter <b>shall</b> contain the following elements: claimant's name, identifying number and address; date of accident; date of requested service; procedure requested; name of provider or facility; reason for denial; and the appeals process.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.09	Procedure for Precertification	The claimant <b>shall</b> be copied on all denial letters	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.10	Continued Stay Review Procedures	Continued stay review <b>shall</b> include telephone/on- site discussions/review with the hospital, or with the physician for the information required.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.10	Continued Stay Review Procedures	All pertinent information necessary to determine if continued hospitalization is medically necessary <b>shall</b> be gathered (i.e., treatment, diagnosis, current medications and methods of administration used, frequency, lab values, and results of diagnostic tests).	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.10	Continued Stay Review Procedures	If continued stay is appropriate, additional days <b>shall</b> be based upon the medical condition of the patient and the treatment plan.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.10	Continued Stay Review Procedures	This process <b>shall</b> continue until the patient is discharged.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.10	Continued Stay Review Procedures	If continued stay is not medically necessary or appropriate, based upon documentation reviewed, the reviewing physician, Second Level Clinical Review as defined in Rule 480-5-5-.06 (3), <b>shall</b> issue a denial to the physician and hospital the same day of the review.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-5-.10	Continued Stay Review Procedures	The URE or employer/agent <b>shall</b> use generally accepted criteria to assess the need for continued stay in the hospital.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.10	Continued Stay Review Procedures	Physicians, board certified in the same or similar specialty as defined in Rule 480-5-5-.06 (4), Peer Clinical Review, (Third Level Clinical Review) or the specialty that normally treats the patient's condition <b>shall</b> review all adverse decisions and make the final decisions on all denials of certification	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.10	Continued Stay Review Procedures	The continued stay review process <b>shall</b> be used to identify and refer cases for discharge planning pursuant to Rule 480-5-5-.24.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.10	Continued Stay Review Procedures	The review <b>shall</b> include telephone or facsimile notification of the decision to the physician, hospital or other providers, and written notification of adverse decisions.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.10	Continued Stay Review Procedures	The URE or employer/agent <b>shall</b> maintain appropriate internal documentation to verify the process and the decision, for claims processing, reporting, and audit purposes	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.10	Continued Stay Review Procedures	The URE or employer/agent <b>shall</b> announce the results of the review process to the admitting/treating physician and the hospital in writing.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
		The denial letter <b>shall</b> contain the following elements: employee's name, identifying number, and address; date of service; date of injury; name of provider and facility; pre-certification number;	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-5-.11	Technical Considerations for Medical Bill Review	Prior to a detailed medical review, a review of the claim <b>shall</b> be accomplished as a part of the initial bill screening process and shall include at least the following:	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.11	Technical Considerations for Medical Bill Review	Prior to a detailed medical review, a review of the claim shall be accomplished as a part of the initial bill screening process and <b>shall</b> include at least the following:	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.11	Technical Considerations for Medical Bill Review	If the review indicates that sufficient information is present, review of the claim <b>shall</b> proceed.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.11	Technical Considerations for Medical Bill Review	If the review indicates information is lacking, the employer/agent <b>shall</b> take immediate and appropriate action, as outlined in Rule 480-5-5-.03(1), to obtain the information required.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.11	Technical Considerations for Medical Bill Review	The determination of Medical Necessity/Cost Effective Setting <b>shall</b> :	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.11	Technical Considerations for Medical Bill Review	Reimbursement <b>shall</b> be made according to the place of service in which the treatment or service was pre-certified.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.11	Technical Considerations for Medical Bill Review	Confidentiality - When it is necessary to request additional information to clarify the need for services or to substantiate coverage for a claim being reviewed, the employer/agent <b>shall</b> take particular care to ensure that all of its employees adhere to strict policy guidelines regarding the claimant's privacy	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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480-5-5-.11	Technical Considerations for Medical Bill Review	If written material is required, the request <b>shall</b> be made in accordance with Rule 480-5-5-.03	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.11	Technical Considerations for Medical Bill Review	The employer/agent <b>shall</b> require only sufficient information to allow a reviewer to make an independent judgment regarding diagnosis and treatment.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.11	Technical Considerations for Medical Bill Review	In addition to the claim form, the following <b>shall</b> be the minimum documentation requirements of any documentation requested by the payer prior to payment in accordance with Rule 480-5-5-.03:	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.11	Technical Considerations for Medical Bill Review	Documentation for all services <b>shall</b> be legible and signed by the health care provider; and	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.11	Technical Considerations for Medical Bill Review	Submitted documentation <b>shall</b> contain sufficient data to substantiate the diagnosis and need for treatment on each date of service.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.11	Technical Considerations for Medical Bill Review	The most complete and precise diagnosis <b>shall</b> be reported on the claim;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.11	Technical Considerations for Medical Bill Review	Service(s) billed <b>shall</b> be appropriate for the diagnosis;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.11	Technical Considerations for Medical Bill Review	Detection - The employer/agent <b>shall</b> conduct an ongoing program to detect the misuse of benefits through routine claims review, claims audit and the investigation of complaints.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.11	Technical Considerations for Medical Bill Review	Referrals of misuse <b>shall</b> be made to the applicable agency.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.11	Technical Considerations for Medical Bill Review	On-site Audit of Charges - The employer/agent <b>shall</b> be authorized to conduct an on-site audit, as stated in Rule 480-5-5-.25, of any provider of services related to a compensable injury or illness.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.11	Technical Considerations for Medical Bill Review	Documentation in the clinical record (i.e., physical findings and historical data) <b>shall</b> confirm the diagnosis(es) and support the medical necessity and appropriateness of the medical service billed;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.11	Technical Considerations for Medical Bill Review	Documentation <b>shall</b> be available for each service billed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.012	Physician of Record	The employer's authorized treating physician (other than emergency medical services) <b>shall</b> be the physician of record for attending or referral purposes.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.012	Physician of Record	All referrals <b>shall</b> be pre-approved by the employer/agent	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.012	Physician of Record	The employer/agent <b>shall</b> keep all interested parties involved in the compensable case informed of any authorized change of treating physician.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.13	Emergency Care	Emergency Services - The provider who provides care under the "medical emergency" exception <b>shall</b> demonstrate that "emergency services" occurred as defined in Rule 480-5-5-.02.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.14	Second or Opposing Surgical Opinions	The employer/agent <b>shall</b> be responsible for informing the employee when a second surgical opinion is requested and for referring the employee to a second surgical opinion physician.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.14	Second or Opposing Surgical Opinions	The designated physician of record <b>shall</b> be notified of the request in order to assist in the coordination of related medical services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.14	Second or Opposing Surgical Opinions	There <b>shall</b> be no duplication of medical services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.14	Second or Opposing Surgical Opinions	The employer/agent <b>shall</b> have in place a process to request second surgical opinions.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.14	Second or Opposing Surgical Opinions	The employer/agent <b>shall</b> develop manual procedures or automated systems for administering program requirements, selecting consulting physician, documenting employee compliance with the program and	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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		efficiently handling employee and physician contacts.		
480-5-5-.14	Second or Opposing Surgical Opinions	The fees for the consultation and any tests necessary for the consulting physician to render an opinion on the proposed surgery <b>shall</b> be paid by the employer/agent, if requested by the employer/agent.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.14	Second or Opposing Surgical Opinions	The same provisions in effect for a worker wishing to use a different physician <b>shall</b> be applied in cases of an opposing medical opinion.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.14	Second or Opposing Surgical Opinions	The patient <b>shall</b> ultimately maintain the right to accept or reject treatment, subject to the possibility of denial of benefits for refusal of said treatment.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.15	Medical Bill Review	<b>Global Surgery Fees</b> - Ongoing services prior to surgery <b>shall</b> be covered on a fee-for-services basis.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The global surgery allowance <b>shall</b> encompass the actual surgery procedure and normal post-operative services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Post-operative visits after six weeks from the date of surgery <b>shall</b> be reimbursable separately.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.15	Medical Bill Review	Reimbursement, in such cases, <b>shall</b> be handled with appropriate individual consideration for the circumstances.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	A separate charge for a history and physical examination <b>shall</b> be reimbursable for new patients.		0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	For operations performed by the same physician during the same operative session, at the same operative site, reimbursement <b>shall</b> be made at 100 percent (100%) for the procedure with the highest Workers' Compensation fee schedule allowance and 50 percent (50%) of the approved rate for all additional procedures which are medically necessary and not incidental to the other.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	For unrelated operations performed by the same physician in different body areas or systems during the same operative session, the multiple procedure reimbursement rule <b>shall</b> apply independently to each body system when the procedures are medically necessary and not incidental to the other procedures.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When bilateral procedures that require preparation of a separate operative site during the same operative session are performed by the same physician, aggregate reimbursement <b>shall</b> be 180 percent (180%) of the allowance of the unilateral procedure.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	<b>M.D. Assistant Surgeon</b> - Medicare guidelines <b>shall</b> be used to determine when payment for M.D. assistant surgeon is permitted.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Reimbursement amounts <b>shall</b> be determined by multiplying the reimbursement made to the primary surgeon by 25 percent (25%).	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	<b>Non-M.D. Certified Surgeon's Assistant</b> - Medicare guidelines <b>shall</b> be used to determine situations when payment for non-M.D. Certified Surgeon's Assistant shall be made.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Reimbursement amounts <b>shall</b> be made at one-half the rate for M.D. assistant surgeon.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Claims <b>shall</b> be billed using the appropriate HCFA modifier indicating services were performed by a non-M.D. Certified Surgeon Assistant.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When requested, the provider <b>shall</b> furnish the payer a copy of the vendor's invoice for the supply item being billed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the minor surgery or endoscopy is performed at the time of the initial visit and this procedure constitutes the major service rendered during the initial visit, payment <b>shall</b> be only for that procedure code.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	If Medicare has assigned a surgical procedure 10-day global period, then this procedure <b>shall</b> have a 10-day global period	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	<b>Anesthesia Services</b> - Employers/agents or UREs <b>shall</b> utilize the current American Society of Anesthesiologists (ASA) Relative Value Guide when determining reimbursement for anesthesiology services:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Items listed below <b>shall</b> apply when professional fees are billed separately by either an M.D. anesthesiologist or Certified Registered Nurse Anesthetist (CRNA). When	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Anesthesiologist or a CRNA who is in the employ of a facility, these professional services for the employed M.D. Anesthesiologist or employed CRNA <b>shall</b> be billed separately from the facility charges.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the M.D. anesthesiologist personally performs all anesthesia related services, payment <b>shall</b> be made to the M.D. anesthesiologist at 100 percent (100%) of the full fee schedule amount;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the CRNA, who is not in the employ of the M.D. Anesthesiologist or facility and is not under the supervision of an M.D. anesthesiologist, personally performs all anesthesia related services, payment <b>shall</b> be made at 65 percent (65%) of the full fee schedule amount to the CRNA;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the M.D. anesthesiologist supervises a CRNA in the employ of the M.D. anesthesiologist, payment <b>shall</b> be as follows:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Payment <b>shall</b> be made at 100 percent (100%) of the full fee schedule amount to the M.D. anesthesiologist;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	No payment <b>shall</b> be made to the CRNA.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the M.D. anesthesiologist supervises a CRNA in the employ of the facility, payment <b>shall</b> be made at 50 percent (50%) of the full fee schedule amount to the M.D. anesthesiologist.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Payment for professional services provided by the CRNA <b>shall</b> be made at 50 percent (50%) of the full fee schedule amount and to the facility.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the M.D. anesthesiologist supervises a CRNA who is not in the employ of an M.D. anesthesiologist or facility, payment <b>shall</b> be made at 50 percent (50%) of the full fee schedule amount to the M.D. anesthesiologist and 50 percent (50%) of the full schedule amount to the CRNA.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The M.D. anesthesiologist <b>shall</b> remain within the immediate vicinity of the CRNAs that are receiving medical direction, and shall not simultaneously extend supervision to more than four (4) anesthetists at one time.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The M.D. anesthesiologist shall remain within the immediate vicinity of the CRNAs that are receiving medical direction, and <b>shall</b> not simultaneously extend supervision to more than four (4) anesthetists at one time.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the M.D. anesthesiologist is acting as the operative surgeon in procedures such as pain management and blocks, the physician <b>shall</b> be reimbursed per the Maximum Fee Schedule for Physicians as appropriate for the procedure performed per the CPT-4 manual in current use	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The M.D. anesthesiologist, in cases such as this, <b>shall</b> not charge for direction, supervision or performance of any anesthesia services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the M.D. anesthesiologist is acting as the deliverer of anesthesia for those services not addressed in the ASA Relative Value Guide a relative value of 4 base units <b>shall</b> be assigned with no time	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Reimbursement <b>shall</b> be based on the 4 units and the Maximum Fee Schedule for Anesthesia.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the M.D. anesthesiologist is acting as the deliverer of anesthesia for pain blocks a relative value of 4 base units <b>shall</b> be assigned.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Billing <b>shall</b> include the 4 base units and the time expended for the performance of the procedure.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Reimbursement <b>shall</b> be based on the 4 base units, 2 units of time, and the Maximum Fee Schedule for Anesthesia."	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the operative surgeon requests monitoring by a CRNA, and anesthesia services is dictated by medical necessity, and the CRNA monitors the anesthesia during the flat rate procedure, the CRNA <b>shall</b> be reimbursed at 50 percent (50%) of the Basic Unit Value allowed the M.D. anesthesiologist.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The operative surgeon <b>shall</b> justify through documentation the medical necessity of the request.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the CRNA is not medically directed by the M.D. anesthesiologist and medical necessity is met, the CRNA <b>shall</b> be reimbursed at 65 percent (65%) of the allowed amount or at 2.6 Basic Value Units per the Maximum Fee Schedule for Anesthesiologists.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the M.D. anesthesiologist places specialized invasive monitoring devices, such as central venous catheters, arterial lines, and flow directed catheters (e.g., Swan-Ganz), the M.D. anesthesiologist <b>shall</b> be reimbursed per the Maximum Fee Schedule for Physicians as appropriate for the procedure performed per the CPT-4 manual in current use.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When the M.D. anesthesiologist is responsible for medically necessary postoperative pain management, payment <b>shall</b> be made as follows:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Reimbursement <b>shall</b> be per the Maximum Fee Schedule for Physicians.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-313 therefore not discretionary
480-5-5-.15	Medical Bill Review	Daily management of the epidural <b>shall</b> not be allowed on the same day as insertion of the catheter.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Patient Controlled Analgesia (PCA) <b>shall</b> be reimbursed at four (4) basic units for initiation of pumps and evaluation of needs, regardless of the period involved.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Modifiers <b>shall</b> be used only as medically necessary and appropriate.	§25-5-293	0 – Explanation: no restriction on citizen or business ability

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				to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	When multiple procedures are performed by the same provider on the same day or during the same session, reimbursement for Modifier -51 <b>shall</b> be made at 100 percent (100%) for the procedure with the highest Workers' Compensation fee schedule allowance and 50 percent (50%) of the approved rate for all additional procedures which are medically necessary and appropriate and not incidental to the other.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Other reimbursement adjustments <b>shall</b> be dependent upon the individual modifier and the Alabama Department of Industrial Relations Administrative Code, Utilization Management and Bill Screening Chapter.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	<b>Psychologist Services</b> - Psychologist services <b>shall</b> be reimbursed as follows:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Central nervous system assessments/tests, as defined in the Physicians' Current Procedural Terminology Manual, performed by a clinical psychologist <b>shall</b> be reimbursed at 100 percent (100%) of the allowable amount as stated in the Maximum Fee Schedule for Physicians.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	All other clinical psychologist services, other than central nervous system assessments/tests, furnished outside of the hospital inpatient setting <b>shall</b> be reimbursed at 75 percent (75%) of the allowable amount as stated in the Maximum Fee Schedule for Physicians.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Central nervous system assessments/tests, if ordered by a physician, performed by a non-clinical psychologist <b>shall</b> be reimbursed at 100	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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		percent (100%) of the allowable amount as stated in the Maximum Fee Schedule for Physicians.		therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	All other services provided by a non-clinical psychologist <b>shall</b> not be reimbursable.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	<b>Physician Assistant/Nurse Practitioner</b> - Utilization of the physician assistant/nursing practitioner <b>shall</b> be defined as an extension of the authorized treating physician.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Any written documentation/report/statement by the physician assistant/nurse practitioner <b>shall</b> be approved and counter-signed by the treating physician within 48 hours or two working days of the visit.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	If the treating physician employs a physician assistant/nurse practitioner, the M.D. treating physician <b>shall</b> obtain authorization from the employer/agent after the first visit for the physician assistant/nurse practitioner to provide continued service.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The authorization <b>shall</b> determine the number of visits which shall require the treating physician's presence, and the number of visits that the physician assistant/nurse practitioner may examine/treat the patient without the presence of the treating physician.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The authorization shall determine the number of visits which <b>shall</b> require the treating physician's presence, and the number of visits that the physician assistant/nurse practitioner may examine/treat the patient without the presence of the treating physician.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Reimbursement for the services of the physician assistant/nurse practitioner <b>shall</b> be consistent with the following:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The bill for services <b>shall</b> reflect whether a service was rendered by the M.D. physician or the non-physician practitioner	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The modifier AN <b>shall</b> be used if services are solely provided by the physician assistant.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The appropriate HCPCS modifier <b>shall</b> be used to indicate services that have solely been provided by the nurse practitioner.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The fee for service <b>shall</b> be 100 percent (100%) of the fee schedule for treatments and procedures as directed by the M.D. physician.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	No payment <b>shall</b> be allowed for evaluation and management services should it be determined by the employer/agent that the services were billed improperly and/or that the physician assistant or nurse practitioner was providing services other than simple straightforward evaluation and management services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	<b>NEW AND ESTABLISHED PATIENT</b> - The guidelines for determining if an injured worker will be classified as a new or established patient for the purposes of coding and billing for medical treatment <b>shall</b> be found in the Evaluation and Management (E/M) Services Guidelines of the Physicians’ CPT-4.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	<b>INDEPENDENT MEDICAL EXAMINATION</b> - Physicians performing an independent medical examination <b>shall</b> code the service using CPT-4 Code 99245, Office Consultation, for the first eighty (80)	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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		minutes of time, CPT-4 Code 99354, Prolonged Physician Service, for the next thirty to seventy-four (30 - 74) minutes of time, and CPT-4 Code 99355, Prolonged Physician Service, for each additional thirty (30) minutes or fraction thereof, except pursuant to Code of Alabama, 1975, '25-5-314, Contracts for medical services at mutually agreed rates.		therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	<b>Explanation of Review (EOR)</b> An EOR <b>shall</b> be issued with each payment for medical services rendered to an injured worker.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The EOR at a minimum <b>shall</b> contain the following information:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
	Medical Bill Review	The services <b>shall</b> be identified by the appropriate CPT, HCPCS;		0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	Any adjustment to the billed dollar amount <b>shall</b> be stated and identified as a fee schedule, preferred provider organization (PPO) discount, and/or bill review discount;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.15	Medical Bill Review	The initial and second reconsideration requests <b>shall</b> be directed to the payor or review company, as indicated on the EOR, before requesting assistance from the State.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.15	Medical Bill Review	<b>Non-M.D. Certified Surgeon's Assistant</b> - Medicare guidelines shall be used to determine situations when payment for non-M.D. Certified Surgeon's Assistant <b>shall</b> be made.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.16	Conflict of Interest	All providers or payors performing or making referrals of workers' compensation cases to facilities in which the provider has an ownership interest, financial interest or fiduciary interest, <b>shall</b> notify the carrier, provider or their respective agent of such interest at the request of the employer, carrier or their respective agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Only services and products necessitated by an on-the-job injury or illness <b>shall</b> be covered.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.17	Optometric Services Review	Such services and/or products <b>shall</b> be provided as a result of damage to the eye(s) due to a work injury or exposure.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	In addition, frames, lenses and contact lenses not originally purchased by the employer <b>shall</b> be repaired or replaced if damaged or broken in a work-related accident.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.17	Optometric Services Review	The reimbursement allowed for contact lenses <b>shall</b> include the normal follow-up to check for proper fit, vision correction and comfort.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Any other follow-up services routinely provided free of charge by the provider to other patients or customers <b>shall</b> be provided free of charge to workers' compensation claimants.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Upgrades <b>shall</b> not be payable by the employer/agent unless specifically justified on medical grounds or as a replacement for eyewear of like-quality damaged in an on-the-job injury.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.17	Optometric Services Review	Covered vision care services <b>shall</b> include examinations, lenses, frames, and contact lenses prescribed by a licensed physician (M.D. or D.O.), or by an optometrist (O.D.).	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Lenses <b>shall</b> be like kind and quality and shall meet American National Standard Institute's standard Z80.1 or Z80.2.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Standard eyeglass frames adequate to hold lenses which qualify for payment <b>shall</b> be covered.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Any additional charges for "oversize" or designer frames <b>shall</b> be the claimant's liability.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Therapeutic contact lenses <b>shall</b> be covered if the patient's visual acuity cannot otherwise be corrected to 20/70 in the better eye or if they are the only effective treatment and shall be inclusive of the fee for the initial cleaning and storage kits.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Therapeutic contact lenses shall be covered if the patient's visual acuity cannot otherwise be corrected to 20/70 in the better eye or if they are the only effective treatment and <b>shall</b> be inclusive of the fee for the initial cleaning and storage kits.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	The contact lens suitability examination <b>shall</b> be included in the dispensing fee if the claimant is able to wear contact lenses or payable as a separate expense if the claimant is unable to wear contact lenses.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.17	Optometric Services Review	Prism, slab-off prism, and special base curve lenses <b>shall</b> be covered when prescribed due to their therapeutic necessity.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Payment for covered frames and lenses <b>shall</b> be based on the provider's net acquisition cost.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Net acquisition cost <b>shall</b> include the frame, the lens ground on both sides with the edges ground for placement in the frame, plus laboratory cost associated with mounting in the frame, and applicable sales tax	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	The components of net acquisition cost <b>shall</b> consist of:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	The dispensing fee <b>shall</b> compensate a provider for dispensing lenses and frames pursuant to this Rule.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	It <b>shall</b> include measuring and verifying the lenses as well as selecting, fitting, and adjusting the frames.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	There <b>shall</b> be a unique reimbursement for single vision, bifocal, or trifocal lenses.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.17	Optometric Services Review	Contact lenses and special lenses <b>shall</b> be given individual consideration based on reported details and circumstances.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.17	Optometric Services Review	Reimbursement <b>shall</b> be based upon the Maximum Fee Schedule for Optometrists or a mutual agreement pursuant to <u>Code of Alabama, 1975, §25-5-314</u> .	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-313 & §25-5-314 therefore not discretionary
480-5-5-.15	Medical Bill Review	The authorized treating physician must personally determine all return to work, work restrictions, maximum medical improvement, impairment ratings, and referrals as these are complicated medical decision issues which are impacted by legal issues within the Workers' Compensation Law.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	An evaluation <b>shall</b> be performed to determine if a patient will benefit from chiropractic services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	When a chiropractor examines a patient and an evaluation for chiropractic services is performed, the billing of the office visit <b>shall</b> include the initial evaluation.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	If subsequent pre-certification results in an adverse determination, reimbursement <b>shall</b> be allowed for the initial evaluation and up to three visits during the certification process, if medically necessary and the treatment is for a compensable injury.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The patient's condition <b>shall</b> have the potential for restoration of function.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The chiropractic care <b>shall</b> be specific for the improvement of the patient's condition.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The chiropractic care <b>shall</b> be provided under a current written plan of	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	A plan of care <b>shall</b> be developed and filed with the URE or employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The plan of care content, at a minimum, <b>shall</b> include, but may not be limited to, the following	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The chiropractor <b>shall</b> be responsible for providing documentation of medical necessity to the URE or employer/ agent when there are questions regarding the extent of chiropractic services being provided or appropriateness of the treatment regimen.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The plan of care <b>shall</b> be updated at least every	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The appropriate CPT-4 procedure code <b>shall</b> be used when billing for an initial evaluation.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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480-5-5-.18	Chiropractic Services	The "spine" <b>shall</b> be the posterior region of the trunk including the cervical, thoracic, lumbosacral, and sacroiliac areas;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The "upper extremity" <b>shall</b> be the upper limb including the shoulder, upper arm, elbow, forearm, wrist and hand;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The "lower extremity" <b>shall</b> be the lower limb including the hip, thigh, knee, leg, ankle and foot.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The appropriate CPT-4 procedure code <b>shall</b> be used when billing for a manipulation of one area;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The appropriate CPT-4 procedure code <b>shall</b> be used when billing for manipulation of each additional area.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	Reimbursement for manipulation(s) <b>shall</b> be limited to the Maximum Fee Schedule for Chiropractors or mutual agreements pursuant to <u>Code of Alabama, 1975, §25-5-314</u> for each area.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-314 therefore not discretionary
480-5-5-.18	Chiropractic Services	The following three body areas, or any portions thereof, <b>shall</b> be recognized for the provision of modalities and procedures:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The "trunk" <b>shall</b> be the entire body including the spine, excluding the head and limbs (Synonym: Torso);	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	An "upper extremity" <b>shall</b> be the upper limb including the shoulder, upper arm, elbow, forearm, wrist and hand.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	A "lower extremity" <b>shall</b> be the lower limb including the hip, thigh, knee, leg, ankle and foot.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The appropriate CPT-4 procedure code and the unique descriptor for each <b>shall</b> be used when billing for a single (one) modality or procedure to a single body area.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	Billing for a single therapeutic procedure <b>shall</b> presume up to 15 minutes.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	Medical necessity and actual treatment time <b>shall</b> be documented in the patient's record.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.18	Chiropractic Services	When chiropractic services are billed for more than one body area, there <b>shall</b> be more than one diagnosis code and descriptor in Element 23 and the reference numbers 1, 2, 3, etc., shall be listed in 24D of the HCFA 1500.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	When chiropractic services are billed for more than one body area, there shall be more than one diagnosis code and descriptor in Element 23 and the reference numbers 1, 2, 3, etc., <b>shall</b> be listed in 24D of the HCFA 1500.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	When chiropractic services are provided to more than one body area, modifier-51 <b>shall</b> be added to the procedure code(s) billed for the additional body area.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	Reimbursement for additional time <b>shall</b> be in accordance with the appropriate CPT-4 procedure code for each body area treated regardless of the procedure codes used for orthotics training, prosthetic training, therapeutic activities requiring direct patient contact by the provider or training in activities of daily living.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	Reimbursement for chiropractic services to a single body area <b>shall</b> be limited to the Maximum Fee Schedule for Chiropractors for the applicable procedure code or mutual agreement pursuant to <u>Code of Alabama, 1975, §25-5-314</u> .	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-314 therefore not discretionary
480-5-5-.18	Chiropractic Services	Reimbursement for chiropractic services <b>shall</b> be limited to two body areas.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The URE or employer/agent <b>shall</b> compare the billing with the plan of care to ensure that only the services that are itemized in the plan of care are reimbursed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.18	Chiropractic Services	The CPT-4 procedure code for Hubbard Tank <b>shall</b> not be reimbursed unless full body immersion chiropractic service is medically necessary and prescribed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The CPT-4 procedure code for Hubbard Tank <b>shall</b> not be reimbursed unless full body immersion chiropractic service is medically necessary and prescribed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The provider <b>shall</b> submit documentation with the HCFA 1500 to substantiate the medical necessity for the services over and above the evaluative services normally performed during chiropractic treatments.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The appropriate CPT-4 procedure code <b>shall</b> be used when billing for a re-evaluation.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	Extremity Testing, Muscle Testing and Range of Motion Measurements <b>shall</b> be reimbursed only once in a 30-day period for the same body area.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	When two or more extremity testing, muscle testing and range of motion procedures are performed on the same day, reimbursement <b>shall</b> not exceed the Maximum Fee Schedule for Physicians for the procedure code for total evaluation of the body, including hands.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The appropriate physical performance test or measurement procedure code <b>shall</b> be used when a physical performance test or measurement is performed by means of mechanical equipment.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.18	Chiropractic Services	The physical performance test or measurement procedure code includes a printout of test results and separate reimbursement <b>shall</b> not be made under procedure code for analysis of information data stored in computer.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	A decision on whether or not to use diagnostic imaging studies <b>shall</b> be made following a carefully performed history, physical and regional evaluation, and consideration of cost/benefit/radiation exposure ratios	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The decision <b>shall</b> be based on sound clinical reasoning and the likelihood that significant information may be obtained from the study regarding diagnosis, prognosis and therapy and shall be consistent with the pre-certification requirements of Rule 480-5-5-.08.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.18	Chiropractic Services	The decision shall be based on sound clinical reasoning and the likelihood that significant information may be obtained from the study regarding diagnosis, prognosis and therapy and <b>shall</b> be consistent with the pre-certification requirements of Rule 480-5-5-.08.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	<b>Applicability</b> - The following <b>shall</b> apply to non-physician therapy providers (hospital outpatient, freestanding, and independent practicing facilities).	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Practicing physical therapists, physical therapist assistants, occupational therapists, occupational therapists assistants and speech therapists <b>shall</b> be currently licensed or certified.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The following criteria <b>shall</b> be met for therapy to qualify for reimbursement:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	The patient's condition <b>shall</b> have the potential for restoration of function and require a skilled level of care;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The therapy <b>shall</b> be specific for the improvement of the patient's condition;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The therapy <b>shall</b> be provided under a current plan of care which is developed by the therapist, a copy of which is sent to and approved by the referring physician and substantiated in the physician's office notes and in the therapist's office notes; and	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The referring physician <b>shall</b> concur, and upon request, submit to the employer/agent or URE documentation substantiating the medical necessity of therapies ordered.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	If subsequent pre-certification results in an adverse determination, reimbursement <b>shall</b> be allowed for the initial evaluation and up to three visits during the certification process, if the treatment is medically necessary and is for a compensable work injury.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	On the initial visit, a therapist <b>shall</b> evaluate the patient's therapy needs and develop a written plan of care based upon the assessment of the patient's level of function and the referring physician's orders.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The therapist <b>shall</b> obtain pre-certification for the treatment plan from the URE or employer/agent subsequent to the initial evaluation.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	After the initial visit, the written plan of care <b>shall</b> be forwarded from the therapist to the URE or employer/agent and to the referring physician within five (5) working days for review and retention in the patient's records.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The referring physician <b>shall</b> acknowledge that the plan is approved and medically necessary by signing the plan of care.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	A signed copy of the original plan of care <b>shall</b> be returned to the therapist.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	At a minimum, but not limited to, the plan of care <b>shall</b> contain:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The therapist <b>shall</b> review the plan of care at least every 30 days to evaluate the treatment results with the plan of care goals and make necessary revision recommendations to the referring physician and the URE or employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	When revisions are made to the plan per the referring physician's recommendations, the therapist <b>shall</b> forward the revised plan to the URE or employer/agent and referring physician for review and approval.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	When a revised plan of care is approved, the referring physician <b>shall</b> sign the revised plan, retain a copy for the patient's record and return the revised plan to the therapist.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	Upon receipt of the approved, revised plan of care from the referring physician, the therapist <b>shall</b> forward a copy of the revised plan of care to the URE or employer/agent for certification.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Billing - The initial, written assessment developed by the therapist <b>shall</b> be reported to the URE or employer/agent using the appropriate HCPCS procedure code.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Only one initial evaluation treatment assessment per injury <b>shall</b> be recommended for reimbursement without prior approval of the URE or employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Re-evaluations <b>shall</b> be billed using the appropriate HCPCS procedure code.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Reimbursement for the use of additional initial assessment time <b>shall</b> not be allowed, unless supported by documentation.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Assessment of the patient's status <b>shall</b> include assessment of the neuromuscular system and reimbursement shall not be made for neuromuscular testing codes, extremity testing codes and/or range of motion codes in addition to the initial evaluation.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Assessment of the patient's status shall include assessment of the neuromuscular system and reimbursement <b>shall</b> not be made for neuromuscular testing codes, extremity testing codes and/or range of motion codes in addition to the initial evaluation.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	These codes <b>shall</b> not be used instead of the initial evaluation code when an initial assessment is performed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Body Areas - The following three body areas, or any portions thereof, <b>shall</b> be recognized for the provision of modalities and procedures:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	An upper extremity <b>shall</b> be the upper limb including the shoulder, upper arm, elbow, forearm, wrist and hand.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	A lower extremity <b>shall</b> be the lower limb including the hip, thigh, knee, leg, ankle, and foot.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The appropriate CPT-4 procedure code and the unique descriptor for each <b>shall</b> be used when billing for a single (one) modality or procedure to a single body area.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The appropriate CPT-4 procedure code <b>shall</b> be used when therapeutic exercises are performed regardless of whether or not mechanical equipment is used.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	When physical medicine therapies are provided to more than one body area, modifier-51 <b>shall</b> be added to the procedure code(s) billed for the additional body area.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	When therapy is billed for more than one body area, there <b>shall</b> be more than one diagnosis code and descriptor in Element 23 and the reference numbers 1, 2, 3, etc., shall be listed in 24D of the HCFA 1500 Form.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	When therapy is billed for more than one body area, there shall be more than one diagnosis code and descriptor in Element 23 and the reference numbers 1, 2, 3, etc., <b>shall</b> be listed in 24D of the HCFA 1500 Form.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	No more than one visit per day for the purpose of therapy <b>shall</b> be recommended for reimbursement without being pre-certified by the URE or employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Reimbursement for additional time <b>shall</b> be in accordance with the certified plan of care, the nature and severity of the condition(s).	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The URE or employer/agent <b>shall</b> compare the billing with the plan of care to ensure that only the services that are itemized in the plan of care are reimbursed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Unless full immersion therapy is medically necessary and prescribed, the CPT-4 procedure code for Hubbard Tank <b>shall</b> not be recommended for reimbursement.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Extremity Testing, Muscle Testing, and Range of Motion Measurement <b>shall</b> be recommended for reimbursement only once in a 30-day period.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	When two or more procedures from muscle testing or range of motion codes are performed on the same day, reimbursement <b>shall</b> not exceed the prevailing charge for total evaluation for the body, including hands, unless approved by the URE or employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The physical performance test or measurement procedure code <b>shall</b> be used when physical performance test or measurement is performed by means of mechanical equipment or standardized testing procedures.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The procedure code for physical performance test or measurement <b>shall</b> include a printout of test results.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Separate reimbursement <b>shall</b> not be made under the CPT-4 procedure code for analysis of information data stored in computer	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	TENS <b>shall</b> be provided to the injured worker when ordered by the physician, itemized in the plan of care, and authorized by the URE or employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The procedure code for application of TENS <b>shall</b> be used to report TENS testing and training.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Reimbursement for TENS testing and training <b>shall</b> be limited to four sessions per injury unless prior approval is obtained from the URE or employer/agent	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	The procedure code for application of surface (transcutaneous) neurostimulator <b>shall</b> not be used to bill for electrical stimulation therapy.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Providers <b>shall</b> use the appropriate physical medicine CPT-4 procedure code for electrical stimulation therapy.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	When the physician recommends TENS for long-term therapy, authorization <b>shall</b> be obtained from the URE or employer/agent for rental or purchase of equipment for the patient on the most cost-effective terms.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The appropriate HCPCS code <b>shall</b> be used for either rented or purchased TENS equipment.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Dressings that must be removed before treatment and replaced after treatment <b>shall</b> be billed and reimbursed under the appropriate HCPCS code.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Rehabilitation supplies that are patient specific <b>shall</b> be billed using the appropriate HCPCS code.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The appropriate CPT-4 procedure code <b>shall</b> be used by the therapist for orthotics training.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	Supplies <b>shall</b> be billed separately under the appropriate HCPCS code.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The cost of the orthotic <b>shall</b> include the cost of fabrication.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Work conditioning assessment or a work hardening assessment <b>shall</b> be conducted prior to the request for either program and submitted to the URE or employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Services shall be pre-certified and authorization from the URE or employer/agent <b>shall</b> be received prior to providing services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Services <b>shall</b> be pre-certified and authorization from the URE or employer/agent shall be received prior to providing services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	No health care provider <b>shall</b> refer the employee to another health care provider, diagnostic facility, work conditioning/hardening program, therapy center or other facility without prior authorization from the URE or employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Providers <b>shall</b> render services that are medically necessary.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	Services <b>shall</b> be delivered in specific areas of expertise by registered, certified, licensed or degreed personnel or shall be performed substantially in their presence and shall be provided on a regular continuing basis.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Services shall be delivered in specific areas of expertise by registered, certified, licensed or degreed personnel or <b>shall</b> be performed substantially in their presence and shall be provided on a regular continuing basis.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Services shall be delivered in specific areas of expertise by registered, certified, licensed or degreed personnel or shall be performed substantially in their presence and <b>shall</b> be provided on a regular continuing basis.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The HCFA 1500 (UB92 for hospitals) <b>shall</b> be used to bill for services rendered.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The facility <b>shall</b> enter the appropriate CPT-4 or HCPCS codes as identified in the Maximum Fee Schedule for Physical Therapists.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Services <b>shall</b> be billed using a total or global charge concept.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The bill <b>shall</b> include charges for the performance of the basic professional service and the normal range of essential, associated services provided to achieve the objective of the program.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	Licensed personnel, including physicians, serving as part of the interdisciplinary team, <b>shall</b> not bill separately for their services. These	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	These services <b>shall</b> be included in the total cost of the program and their reimbursement shall be made through the facility.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	These services shall be included in the total cost of the program and their reimbursement <b>shall</b> be made through the facility.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Any physician or other provider serving on a consulting basis whose services have been authorized by the URE or employer/agent in addition to the interdisciplinary team's services, <b>shall</b> bill on HCFA 1500.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Work conditioning <b>shall</b> not begin after 365 days have elapsed following the injury without a comprehensive interdisciplinary assessment.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	With pre-authorization from the URE or employer/ agent, work conditioning <b>shall</b> be reimbursed a maximum of four weeks with provisions that additional two-week increments may be approved by the URE or employer/agent if substantial improvement is demonstrated by the patient.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	To be eligible for work conditioning the patient <b>shall</b> :	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	The work conditioning program <b>shall</b> be provided by or under the direct supervision of a licensed physical therapist although other professionals may be work conditioning providers.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Progress <b>shall</b> be documented and reviewed to ensure continued progress.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The exit/discharge criteria for work conditioning <b>shall</b> include, but is not limited to, the patient	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The exit/discharge summary <b>shall</b> include:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The appropriate CPT-4 procedure code <b>shall</b> be used to bill for work conditioning.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	A work hardening program <b>shall</b> include real or realistically simulated job tasks based on a job description or analysis of the actual job, if a specific job is available, or on the physical demand factor of the occupational objective of the employee.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	With pre-authorization from the URE or employer/agent, work hardening <b>shall</b> be reimbursed a maximum of four weeks with provisions that additional two-week increments may be approved by the URE or employer/agent if substantial improvement is demonstrated by the patient.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	Entrance/admission criteria <b>shall</b> enable the program to admit:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Eight hour days <b>shall</b> be allowed only for the final week of work hardening. The Work Hardening Program may continue up to eight weeks.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The individualized work hardening plan <b>shall</b> be supervised by a licensed physical or occupational therapist and/or physician within a therapeutic environment.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Progress <b>shall</b> be documented and reviewed to ensure continued progress.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Simultaneous utilization of work conditioning and work hardening <b>shall</b> not be allowed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	Prior authorization <b>shall</b> be required for either one of these services and requires documentation of specific goals and outcomes.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The exit/discharge criteria for work hardening <b>shall</b> include, but is not limited to, the patient's:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.19	Physical Therapy Review Rule	The exit/discharge summary <b>shall</b> delineate the person's:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	The appropriate CPT-4 procedure code for the initial 2 hours and the appropriate CPT-4 procedure code for each additional hour <b>shall</b> be used to bill work hardening.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	A Functional Capacity Evaluation (FCE) may be performed to evaluate the injured worker's functional/ vocational status and when performed <b>shall</b> document a bench mark from which to establish an initial plan.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.19	Physical Therapy Review Rule	This process <b>shall</b> follow the guidelines of the Commission for Accreditation of Rehabilitation Facilities, to include one or more of the following FCEs:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.20	Hospital Services	<b>Covered Services</b> - Reasonable and necessary hospital care medical services for an occupational illness or injury including acute-care hospital inpatient, outpatient, and rehabilitation facilities, <b>shall</b> be reimbursable as stated in Rule 480-5-5.04(3), if the services rendered are related to the compensable illness or injury and are ordered and certified by the attending physician.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.20	Hospital Services	<b>Reimbursement</b> - If the claimant is receiving treatment for both compensable and noncompensable medical conditions, only those services provided in treatment of compensable conditions <b>shall</b> be listed on claim forms submitted to the adjudicator unless the noncompensable condition has a direct bearing on the treatment of the compensable condition.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.20	Hospital Services	In addition, payments from private payors for noncompensable conditions <b>shall</b> not be listed on claim forms submitted to the employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.20	Hospital Services	The statement of charges <b>shall</b> be made in accordance with standard coding methodology as described in Rule 480-5-5-.04.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.20	Hospital Services	When requested, the facility <b>shall</b> submit a copy of the outpatient charge master to the Department of Industrial Relations Workers' Compensation Division for the Ombudsman Program, or an itemized listing of the individual items and services that contribute to the outpatient charges.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.20	Hospital Services	Inpatient reimbursement <b>shall</b> be limited to the prevailing reimbursement as described in Rule 480-5-5-.04(3) for participating and nonparticipating hospitals or limited to the lesser negotiated rates for privately contracted hospitals pursuant to <u>Code of Alabama, 1975 §25-5-314</u> .	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-314 therefore not discretionary
480-5-5-.20	Hospital Services	The formula for calculating a per diem payment amount <b>shall</b> be "Per Diem Rate x Inpatient Days = Per Diem Amount."	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.20	Hospital Services	Any variations from a pure per diem payment methodology <b>shall</b> be controlled by the language of the agreement or statutory committee statement.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.20	Hospital Services	Outpatient reimbursement <b>shall</b> be covered charges minus the applicable outpatient discount percentage (O.P.%) as stated in any participating hospital agreement or any nonparticipating hospital committee statement for reimbursement.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.20	Hospital Services	The formula for calculating payment amount <b>shall</b> be "Billed Charges - Noncovered Charges = Covered Charges x O.P.% = Discount Amount. Covered Charges - Discount Amount = Payment Amount."	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.20	Hospital Services	Professional medical services rendered on an outpatient basis by providers such as medical doctors, physical therapists, occupational therapists, speech therapists, or other providers as allowed pursuant to these rules and each provider's practice act, <b>shall</b> be reimbursed based on the appropriate provider's Maximum Fee Schedule.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.20	Hospital Services	Any facility fees associated with delivery of these professional medical services shall be reimbursed at covered charges minus the outpatient percentage discounted amount.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.21	Prescribed Medications	"Medicinal drugs" or "drugs" <b>shall</b> be defined as "legend" or "prescription" drugs that may only be dispensed when prescribed by a currently licensed provider authorized by law to prescribe drugs.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.21	Prescribed Medications	"Medicines" <b>shall</b> be defined as drugs prescribed by an authorized health care provider and include generic drugs or single-source patented (brand name) drugs for which there is no generic equivalent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.21	Prescribed Medications	Reimbursement to the provider <b>shall</b> not exceed the amount calculated by the pharmaceutical reimbursement formula for prescribed drugs as specified in the Maximum Fee Schedule for Pharmaceuticals.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.21	Prescribed Medications	The provider <b>shall</b> bill for prescription drugs or "medicines" on the appropriate form as stated in Rule 480-5-5-.22.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.21	Prescribed Medications	Average Wholesale Price (AWP) <b>shall</b> be determined from the most recent issue, including updates, of Drug Topics Red Book, Prescription Pricing Guide, American Druggist Blue Book or similar pharmaceutical	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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		publications.		therefore not a regulatory restriction
480-5-5-.21	Prescribed Medications	The reimbursement amount <b>shall</b> be determined by multiplying the AWP by the percent factor as published in the Maximum Fee Schedule for Pharmaceuticals and adding the dispensing fee.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.21	Prescribed Medications	Pharmacists <b>shall</b> bill and be reimbursed their usual and customary charge for any "over-the-counter drug."	§25-5-293	1
480-5-5-.21	Prescribed Medications	3. The following data <b>shall</b> appear on the billing form: (i) Employee's Name; (ii) Employee's Address; (iii) Employee's Identifying Number; (iv) Date Prescription was Filled; (v) Prescription Number; (vi) National Drug Code; (vii) Drug Name; (viii) Drug Quantity; (ix) Total Charge; (x) Employee's or Pharmacist's Signature; and (xi) Provider's Name and Address.	§25-5-293	11
480-5-5-.22	Approved Standardized Medical Reimbursement Forms	The following approved standardized reimbursement forms <b>shall</b> be used by providers as indicated below.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.22	Approved Standardized Medical Reimbursement Forms	Each form <b>shall</b> be completed in its entirety and shall comply with the Alabama Maximum Fee Schedule coding, if available.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.22	Approved Standardized Medical Reimbursement Forms	Each form shall be completed in its entirety and <b>shall</b> comply with the Alabama Maximum Fee Schedule coding, if available.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.22	Approved Standardized Medical Reimbursement Forms	This rule is not intended to and <b>shall</b> not be deemed to supersede any agreement or other arrangements between providers and payers for the submission of claims, medical records, and any other claims related data.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	Adverse decisions rendered under Rule 480-5-5-.08 or 480-5-5-.10 regarding medical necessity <b>shall</b> be subject to peer review and/or administrative appeal at the request of any party as follows:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	All UREs or employers/agents <b>shall</b> have in place an appeal process through Peer Clinical Review (Third Level Clinical Review) when an adverse decision is rendered.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	The Peer Clinical Review (Third Level Clinical Review) process <b>shall</b> be initiated by the provider contacting the URE or employer/agent by telephone or other immediate means following receipt of the decision to be followed by a written request that shall include medical records and/or data needed to reach a decision.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	The Peer Clinical Review (Third Level Clinical Review) process shall be initiated by the provider contacting the URE or employer/agent by telephone or other immediate means following receipt of the decision to be followed by a written request that <b>shall</b> include medical records and/or data needed to reach a decision.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	The Peer Clinical Review (Third Level Clinical) request <b>shall</b> be evaluated in accordance with Rule 480-5-5-.07.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	The reviewer <b>shall</b> make a decision within 30 calendar days, unless an expedited appeal pursuant to Rule 480-5-5-.07 is required.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	If the Peer Clinical Review (Third Level Clinical Review) decision is a reversal of noncertification or denial, the admitting physician, hospital or other provider <b>shall</b> be immediately notified via telephone and a follow-up letter or facsimile shall be sent to the physician, hospital or other provider.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	If the Peer Clinical Review (Third Level Clinical Review) decision is a reversal of noncertification or denial, the admitting physician, hospital or other provider shall be immediately notified via telephone and a follow-up letter or facsimile <b>shall</b> be sent to the physician, hospital or other provider.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	If the Peer Clinical Review (Third Level Review) decision upholds noncertification or denial, the adjudicator <b>shall</b> verbally notify the admitting physician, hospital or other provider and shall immediately submit in writing the denial and case documentation to the requesting party and any other provider involved in the case.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	If the Peer Clinical Review (Third Level Review) decision upholds noncertification or denial, the adjudicator shall verbally notify the admitting physician, hospital or other provider and <b>shall</b> immediately submit in writing the denial and case documentation to the requesting party and any other provider involved in the case.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	Notice <b>shall</b> be given to all parties and the dispute may be decided by an Ombudsman after an informal hearing and/or an examination of the record.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	Decisions <b>shall</b> be rendered within 60 days of a hearing.	§25-5-293	0 – Explanation: no restriction on citizen or business ability

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				to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	Administrative appeal for denial or revocation of a certificate to a qualified Utilization Review Entity as described in Rule 480-5-5-.05 or 480-5-5-.06 <b>shall</b> be submitted in writing to the Workers' Compensation Division.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	The appealing party <b>shall</b> request a hearing on the denial or revocation within 30 days of the date of the receipt of the notice to deny or revoke	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	Failure to mail a request for hearing within the time prescribed <b>shall</b> result in the denial or revocation becoming effective 60 days from the date of mailing of the original notice.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	In no event <b>shall</b> any denial or revocation become effective prior to the date that a hearing is scheduled.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	The Department's written notice <b>shall</b> be by certified or registered mail to the interested parties.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.23	Appeals Process for Utilization Review Bill Screening	A Hearings Officer <b>shall</b> conduct a hearing on the denial or revocation of a certificate, in accordance with the <u>Department of Industrial Relations Administrative Code</u> , Rule 480-1-4 and render a decision.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.24	Discharge Planning Procedure	Discharge planning <b>shall</b> be the joint responsibility of the URE or employer/agent and the facility.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.24	Discharge Planning Procedure	The URE or the employer/agent <b>shall</b> work with the facility's discharge planning department to ensure continuity of care as directed by the physician from the facility to the alternative care setting.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.24	Discharge Planning Procedure	The facility <b>shall</b> identify to the URE or employer/agent patients who need discharge planning.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.24	Discharge Planning Procedure	The URE or employer/agent <b>shall</b> identify and assist the facility with information on statutory coverage and alternative providers, and monitor facilities to assure that appropriate discharge planning services are provided.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.24	Discharge Planning Procedure	The facility discharge planning department <b>shall</b> recommend to the URE or employer/agent medically necessary services and resources which will ensure continuity of care from the facility to the alternative care setting.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.24	Discharge Planning Procedure	The URE or employer/agent <b>shall</b> require appropriate facility documentation on cases processed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	The services to be audited <b>shall</b> be identified within fourteen (14) working days after the URE or employer/agent receives the approved standard reimbursement form as stated in Rule 480-5-5-.22.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	The URE or employer/agent or its audit firm <b>shall</b> make an appointment to do the audit at a time that is mutually agreeable, but no later than 30 days from receipt of the written request.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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480-5-5-.25	On-Site Audits	At the time the appointment is made, the provider <b>shall</b> be informed of:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	The auditor <b>shall</b> be a first level clinical reviewer familiar with billing practices, medical terminology and medical record charting if billing audit is done by the URE or employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	Auditors <b>shall</b> be properly authorized and identified as representatives of the URE or employer/agent, or its audit firm.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	The URE or employer/agent <b>shall</b> pay at least 80 percent (80%) of the reimbursement rate methodology, see Rule 480-5-5-.04, prior to the audit.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	If an audit fee is charged by the provider, it <b>shall</b> not exceed \$50.00 per patient record plus copy charges, if copies are requested, in accordance with 1994 Alabama Act 609.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	Auditors <b>shall</b> itemize specific unsupported charges and unbilled charges found on provider bills.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	The final audit findings <b>shall</b> offset unbilled charges against unsupported charges in a reconciliation process that shall be completed by the URE or employer/agent after receiving the audit	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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		report that shall include a listing of all unbilled charges and unsupported billings.		therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	The final audit findings shall offset unbilled charges against unsupported charges in a reconciliation process that <b>shall</b> be completed by the URE or employer/agent after receiving the audit report that shall include a listing of all unbilled charges and unsupported billings.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	The final audit findings shall offset unbilled charges against unsupported charges in a reconciliation process that shall be completed by the URE or employer/agent after receiving the audit report that <b>shall</b> include a listing of all unbilled charges and unsupported billings.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	Auditors <b>shall</b> conduct an exit interview with the provider's audit coordinator and/or other appropriate personnel prior to leaving to permit review of the preliminary audit results before issuing a final report.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	If the exit interview is waived by the provider, this fact <b>shall</b> be indicated in writing.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	A written report of the final audit results <b>shall</b> be sent to all interested parties within 25 working days.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	Providers <b>shall</b> schedule an appointment to audit a bill promptly upon the receipt of a request for such an appointment, at a time mutually agreed upon, but no later than 30 days from receipt of written request.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	Providers <b>shall</b> respond promptly to a request for an itemized bill from the URE, employer/agent or audit firm.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	Providers <b>shall</b> respond promptly to a request for additional information on the period of treatment, including information from the medical record and from the billing office.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	Providers <b>shall</b> designate one individual to be responsible for coordinating all audit activities, and act as a liaison between provider personnel and the auditor.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	This <b>shall</b> include informing appropriate provider departments of pending audits and audit results, answering auditor questions, issuing a refund to the appropriate party, etc.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	After notice of a proposed audit has been received by the provider, this individual <b>shall</b> coordinate the provision of medical records, financial records, and any other documentation needed to substantiate charges.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	The provider liaison <b>shall</b> acquaint the auditor with its record system and charging practices.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	All substances administered to the patient in any form, as well as all treatments or medical services, <b>shall</b> be specifically and accurately documented.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	The provider's representative <b>shall</b> be available to the auditor to conduct an exit interview.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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480-5-5-.25	On-Site Audits	Discrepancies <b>shall</b> be reviewed, resolved, and agreed upon by both parties.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	This <b>shall</b> be done by oral confirmation followed by a written confirmation of the unbilled and/or undocumented charges identified during the audit and signed by both parties.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	In the event that same day resolution is not possible, the provider, in a timely manner, <b>shall</b> resolve differences in any unsupported or unbilled amounts resulting from the audit.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	The provider <b>shall</b> issue refunds within 25 working days if overcharges and/or undocumented services exceeding the balance of the URE or employer/agent liability are discovered during the audit	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	In addition, the provider <b>shall</b> refund the audit fee, if charged.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	Providers <b>shall</b> not bill for undocumented charges discovered during the bill audit process.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.25	On-Site Audits	However, the provider <b>shall</b> bill for documented and previously unbilled charges discovered during the bill audit process, for charges in excess of the audit fee charged by the provider.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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480-5-5-.26	Ambulatory Surgery Centers	All free standing Ambulatory Surgery Centers (ASCs) licensed in Alabama <b>shall</b> be subject to the policies and methodology for determining reimbursement using the Maximum Fee Schedule for Ambulatory Surgery Centers or according to any mutually agreed reimbursement pursuant to <u>Code of Alabama, 1975, §25-5-314</u> .	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-314 therefore not discretionary
480-5-5-.26	Ambulatory Surgery Centers	ASC facility services <b>shall</b> be those items and services provided by an ASC in connection with an authorized procedure including:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	Physician-owned/operated ASCs providing medical services other than elective (non-emergency) single-day surgery <b>shall</b> be covered by the Maximum Fee Schedule for Physicians and shall bill using the HCFA 1500 form.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	Physician-owned/operated ASCs providing medical services other than elective (non-emergency) single-day surgery shall be covered by the Maximum Fee Schedule for Physicians and <b>shall</b> bill using the HCFA 1500 form.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	When requested, the ASC <b>shall</b> submit a copy of the charge master to the Department of Industrial Relations Workers' Compensation Division and/or an itemized listing of the individual items and services that contribute to the charge.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	ASCs <b>shall</b> use Form UB92 to bill for services rendered in workers' compensation cases.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.26	Ambulatory Surgery Centers	Any attachment to the UB92 claim form <b>shall</b> be labeled with the patient's name, identifying number, and date of accident prior to submission to the employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	ASCs <b>shall</b> use the five-digit procedure codes and descriptors of the CPT-4 procedure codes when billing for services rendered to workers' compensation claimants.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	CPT-4 Codes <b>shall</b> not be translated into a facility billing system.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	The ASC <b>shall</b> use the CPT-4 procedure code that represents separate and distinct surgical procedures.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	The Medicare Guidelines <b>shall</b> be used as a guideline to differentiate between separate or inclusive surgeries.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	ASC surgical services <b>shall</b> be billed using a global charge concept; that is, the charges for the usual preoperative, operative and postoperative services shall be entered in the appropriate block of the UB92 as one total charge for the major surgical procedure performed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	ASC surgical services shall be billed using a global charge concept; that is, the charges for the usual preoperative, operative and postoperative services <b>shall</b> be entered in the appropriate block of the UB92 as one total charge for the major surgical procedure performed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.26	Ambulatory Surgery Centers	Prevailing preoperative services that have been historically included within the global bill for nonworkers' compensation patients, <b>shall</b> be included for workers' compensation patients;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	Global reimbursement for ASC services <b>shall</b> not include payment for professional services of the surgeon, anesthesiologist, nurse anesthetist, radiologist, pathologists, etc.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	These fees <b>shall</b> be billed separately by individual providers.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	When multiple procedures are performed during the same surgical session, the reimbursement <b>shall</b> be made at 100 percent (100%) of the approved rate for the highest charge procedure and 50 percent (50%) of the approved rate for all additional procedures.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	Only separate and distinct surgical procedures <b>shall</b> be billed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.26	Ambulatory Surgery Centers	When applicable, the Medicare Guidelines <b>shall</b> be used in determining separate and distinct surgical procedures.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.27	Admission Review Procedures	All nonelective acute care hospital admissions including emergencies, psychiatric admissions and all extended hospitalization <b>shall</b> be reviewed using generally accepted criteria.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.28	Dental Services	Providers of these services <b>shall</b> also, when applicable, follow the rules and policies in these Rules pertaining to pre-certification, utilization review, bill screening, and claims payment.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.28	Dental Services	Dental codes and descriptors published in the American Dental Associations' (ADA) Current Dental Terminology Manual(CDT-2) <b>shall</b> be used for billing dental services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.28	Dental Services	Dental procedures <b>shall</b> be identified by the ADA's five-digit code.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.28	Dental Services	Dental services <b>shall</b> be billed using the J510 (ADS85) form.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.28	Dental Services	Reimbursement for services rendered <b>shall</b> be limited to the provider's charge, the Maximum Fee Schedule for Dentists, or any mutually agreed upon reimbursement pursuant to <u>Code of Alabama, 1975, §25-5-314</u> , whichever is less.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-314 therefore not discretionary
480-5-5-.28	Dental Services	For dental procedures not listed in the Maximum Fee Schedule for Dentists, reimbursement <b>shall</b> be based on usual and customary charges in the area where the service is provided and based on documentation submitted by the provider.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.28	Dental Services	Oral and maxillofacial surgery services <b>shall</b> be billed using the CPT-4 procedure codes, if appropriate, used by medical surgeons and found in the Maximum Fee Schedule for Physicians.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.28	Dental Services	The reimbursement for surgical services <b>shall</b> include the procedure itself and the global period of six weeks.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.28	Dental Services	Multiple surgical procedures performed in the course of an operative session <b>shall</b> be reimbursed according to the rules pertaining to medical surgeons set out in Rule 480-5-5-.15.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.28	Dental Services	Starred (*) surgical procedures performed <b>shall</b> be reimbursed according to the rules pertaining to medical surgeons set out in Rule 480-5-5-.15.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.28	Dental Services	Except in an emergency or urgent situation, a plan of care <b>shall</b> be provided to the URE or employer/agent prior to the commencement of services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.28	Dental Services	In regards to emergency situations, a plan of care <b>shall</b> be provided to the URE or employer/agent after the initial stabilizing service has been provided, but prior to any extensive follow up treatment.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.29	Medical Case Management	Medical case management determination <b>shall</b> be the responsibility of the employer/agent unless delegated.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.29	Medical Case Management	Since medical case management is an integral component of a utilization management program, it <b>shall</b> , at the discretion of the employer/agent, be used as a component in the physical rehabilitation of the injured worker.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.29	Medical Case Management	This <b>shall</b> be done in the most cost-effective manner without compromising quality of care in order to promote optimal outcomes for all parties involved.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.29	Medical Case Management	Individuals or entities performing medical case management <b>shall</b> comply with the most current standards adopted by the International Association of Rehabilitation Professionals (IARP), professional performance criteria for medical case management, which pertains to workers' compensation cases or other nationally recognized medical case management standards.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.29	Medical Case Management	Notwithstanding the foregoing, nothing in this rule <b>shall</b> require a case manager to become a member of any association with recognized standards used in medical case management.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.29	Medical Case Management	The dispute resolution process <b>shall</b> be in accordance with Rule 480-5-5-.23.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.30	Home Health Care Services	Prior to the provision of medical services, supplies or other non-medical services, the determination that the illness, injury or condition is work related must be made and <b>shall</b> be pre-certified as medically necessary and not for the convenience of the patient and/or family.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.30	Home Health Care Services	All nursing services and personal care services <b>shall</b> have prior authorization by the employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.30	Home Health Care Services	A description of needed nursing or other attendant services, as well as specifying the level of nursing care (R.N., L.P.N., sitter/nonprofessional), <b>shall</b> be included in the request for authorization.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.30	Home Health Care Services	Nursing manpower agencies and home health agencies <b>shall</b> be reimbursed using the Maximum Fee Schedule for Home Health Agencies or any mutually agreed reimbursement pursuant to <u>Code of Alabama, 1975, '25-5-314</u> .	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-314 therefore not discretionary
480-5-5-.30	Home Health Care Services	The medical necessity justification <b>shall</b> be sufficient to identify the nature and approximate value of the services provided.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.30	Home Health Care Services	The services provided <b>must</b> be beyond the scope of the normal household duties and must be in the nature of services ordinarily rendered by trained professional personnel in hospitals or nursing homes	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.30	Home Health Care Services	If an injured worker is receiving treatment for both compensable and noncompensable medical conditions, only those services provided in treatment of compensable conditions <b>shall</b> be listed on claims and invoices submitted to the employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.30	Home Health Care Services	In addition, payments from private payers for noncompensable conditions <b>shall</b> not be listed on claims submitted to the employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.30	Home Health Care Services	Reimbursement <b>shall</b> be made for the lesser of:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.30	Home Health Care Services	In computing the number of visits rendered an injured worker for compensable benefits, each personal contact in the residence of the injured worker for the purpose of providing covered services by a home health agency employee or by others under contract or arrangement with the home health agency <b>shall</b> be counted as a visit.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.30	Home Health Care Services	A visit made simultaneously by two or more workers from a home health agency to provide a single covered service for which one supervises or instructs the other <b>shall</b> be counted as one visit.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.31	Pain Management Program	Pain management program services <b>shall</b> receive authorization from the employer/agent prior to providing services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.31	Pain Management Program	Pain management programs <b>shall</b> use the appropriate billing forms as stated in Rule 480-5-5-.22 to bill for services rendered.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.31	Pain Management Program	Any attachment to billing forms <b>shall</b> be labeled with the claimant's name, identifying number and date of accident prior to submission to the carrier.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.31	Pain Management Program	Pain management program services <b>shall</b> be billed using a total or global charge concept.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.31	Pain Management Program	The bill <b>shall</b> include charges for the performance of the basic professional service and the normal range of essential, associated services provided to achieve the objective of the program.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.31	Pain Management Program	Licensed personnel, including physicians, serving as part of the interdisciplinary team, <b>shall</b> not bill separately for their services.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.31	Pain Management Program	Any physician or other provider serving on a consulting basis to the pain management program, whose services have been authorized by the employer/agent in addition to the interdisciplinary team's services, <b>shall</b> bill on the appropriate form as defined in Rule 480-5-5-.22.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.31	Pain Management Program	If a Pain Management Program is utilized it <b>shall</b> follow the guidelines of the Commission of Accreditation of Rehabilitation Facilities and shall include, but not be limited to, one or more of the following programs:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.31	Pain Management Program	If a Pain Management Program is utilized it shall follow the guidelines of the Commission of Accreditation of Rehabilitation Facilities and <b>shall</b> include, but not be limited to, one or more of the following programs:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	All services described in these rules, except those specifically noted, <b>shall</b> have prior authorization of the employer/agent before reimbursement shall be made.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	All services described in these rules, except those specifically noted, shall have prior authorization of the employer/agent before reimbursement <b>shall</b> be made.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	The authorized treating physician <b>shall</b> state that the condition was indeed work-related and that the durable medical equipment is medically necessary.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	Each authorization request <b>shall</b> include a prescription or statement of need from the authorized treating physician	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.32	Durable Medical Equipment	If a claimant is receiving treatment for both compensable and noncompensable medical conditions, only those services provided in treatment of compensable conditions <b>shall</b> be listed on claims and invoices submitted to the employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	In addition, items covered by private payors for noncompensable conditions <b>shall</b> not be listed on invoices submitted to the employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	Whenever the total of prospective rental payments for the period of medical need as stated by the authorized treating physician equals or exceeds the maximum purchase price, the DME provider, authorized treating physician and employer/agent <b>shall</b> purchase rather than rent the equipment.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	The employer/agent is not responsible and <b>shall</b> not reimburse for additional rental periods solely because of a delay in equipment return.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	For purchased DME, the DME supplier <b>shall</b> provide at least a one-year warranty agreement to the claimant.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	The DME supplier <b>shall</b> always inform the claimant about any DME warranty provided by the manufacturer.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	Upon request or unless documented in the physician's office notes, the provider <b>shall</b> attach a signed statement from the claimant acknowledging receipt of the equipment or supply item whenever submitting invoices to the employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.32	Durable Medical Equipment	An employer/agent <b>shall</b> pay for only those orthotic and prosthetic devices prescribed by an authorized treating physician for recognized occupational injury or illness.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	The device <b>must</b> be described in commonly recognized language in accordance with HCPCS Medicare Regional Durable Medical Equipment Regional Carrier (DMERC) Prosthetic and Orthotics "L" codes included in this document.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	Repairs and modifications to achieve satisfactory adjustments of an appliance <b>shall</b> be made within 60 days of initial fitting without additional charge by the supplier.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	The provider <b>shall</b> attach a signed statement from the claimant acknowledging receipt of the item whenever submitting invoices to the employer/agent for prosthetic appliances.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	The employer/agent <b>shall</b> pay for orthopedic or specially constructed shoes following foot injuries as prescribed by the authorized treating physician or letter of medical necessity.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	Where a medical necessity has been documented, the employer/agent <b>shall</b> pay for the prosthetic and/or orthotic equipment to the suppliers when a prescription is rendered to the employer/agent.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	In general, only those equipment items listed in the section of the DMERC/HCPCS "L" Codes <b>shall</b> be reimbursed.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.32	Durable Medical Equipment	Only practitioners certified by the American Board of Certification <b>shall</b> be entitled to provide custom prosthetic and orthotic appliances.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	All initial claims for the rental or purchase of DME <b>shall</b> be filed with a statement of medical necessity.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	The authorized treating physician <b>shall</b> supply the durable medical equipment provider with a prescription stating the medical necessity for such services with the claimant's diagnosis, prognosis, and expected time span for which the equipment or supplies shall be required.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.32	Durable Medical Equipment	The authorized treating physician shall supply the durable medical equipment provider with a prescription stating the medical necessity for such services with the claimant's diagnosis, prognosis, and expected time span for which the equipment or supplies <b>shall</b> be required.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.33	Time Limits for Claim Payments	In accordance with <u>Code of Alabama, 1975</u> , Section 25-5-77 (h), the employer/agent <b>shall</b> process and pay all undisputed claims within 25 working days of receipt of an approved claim form.	§25-5-293	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.33	Time Limits for Claim Payments	However, all authorized workers' compensation claims <b>shall</b> be filed to allow processing and reimbursement within twelve (12) months from the date of service.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.33	Time Limits for Claim Payments	A provider who submits an authorized claim to the employer/agent <b>shall</b> receive reimbursement, notice of dispute, or a request for additional information in accordance with Rule 480-5-5-.03.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction

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480-5-5-.33	Time Limits for Claim Payments	A written request for an administrative review, conducted by the Medical Services Dispute Resolution Section, <b>shall</b> be addressed to the Workers' Compensation Division within sixty (60) days of the date the authorized claim becomes outdated, which is 12-months from the date of service.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.33	Time Limits for Claim Payments	The provider <b>shall</b> also include an error free claim to furnish the employer/agent in cases where the decision is favorable.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.33	Time Limits for Claim Payments	When the provider has timely requested an administrative review, and research of the claim reveals that the authorized claim was originally filed in accordance with Rules 480-5-5-.04 and .22, and the provider has established a good faith effort to file an authorized claim on the approved claim form, the Workers' Compensation Division <b>shall</b> have the authority to instruct the employer/agent to waive the filing limitation and process the authorized claim	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.33	Time Limits for Claim Payments	The provider shall be notified in writing of the administrative review decision.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.33	Time Limits for Claim Payments	Such request <b>shall</b> be in writing and received by the Workers' Compensation Division within 60 days of receipt of the date of the administrative review denial letter.	§25-5-293	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-5-.34	Ambulance Services	All non-emergency ground and air ambulance service rendered to workers' compensation claimants <b>shall</b> be pre-certified	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.34	Ambulance Services	Emergency ground and air ambulance services <b>shall</b> be retro-certified within 24 hours of the service or on the next working day.	§25-5-293	0 – Explanation: no restriction on citizen or business ability

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				to access benefits/services therefore not a regulatory restriction
480-5-5-.34	Ambulance Services	All ground and air ambulance services <b>shall</b> be medically necessary and appropriate.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.34	Ambulance Services	Documentation, trip sheet(s), <b>shall</b> be submitted with the bill that states the condition(s) that indicates the necessity of the ground or air ambulance service provided.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.34	Ambulance Services	The service billed <b>shall</b> be supported by the documentation submitted for review	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.34	Ambulance Services	Reimbursement <b>shall</b> be made if the injured employee expires while enroute to or from a health care facility.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.34	Ambulance Services	Reimbursement <b>shall</b> not be payable if the responding ambulance or air ambulance service did not transport the injured employee, or if the employee was pronounced dead by a legally authorized individual prior to transport.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.34	Ambulance Services	Billing for services <b>shall</b> be submitted to the payer on a properly completed HCFA 1500 claim form by HCPCS code. Hospital based or owned providers must submit the charges on a HCFA 1500 by HCPCS code.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.34	Ambulance Services	Reimbursement <b>shall</b> be:	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.34	Ambulance Services	These payments <b>shall</b> not exceed the prevailing charges in that locality for comparable services under comparable circumstances;	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.35	Impairment Rating Guide	The American Medical Association Guides to the Evaluation of Permanent Impairment, Fourth Edition, <b>shall</b> be the recommended guide used by physicians in determining impairment and/or disability ratings.	§25-5-293	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.36	Time Limits for Employee Filing Incurred Expenses	In accordance with <u>Code of Alabama, 1975</u> , Section 25-5-77 (c), the employer <b>shall</b> pay reasonable charges for the employee’s necessary board, lodging, and travel, if vocational rehabilitation requires residence at or near a facility away from the employee’s customary residence.	§25-5-77	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.36	Time Limits for Employee Filing Incurred Expenses	Claims for mileage to a medical provider or rehabilitation that incurred between the claimant’s work location and normal residence <b>shall</b> not be eligible for payment.	§25-5-77	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.36	Time Limits for Employee Filing Incurred Expenses	Both mileages to drop off a prescription and return mileage to pickup a prescription <b>shall</b> not be reimbursable.	§25-5-77	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-5-.36	Time Limits for Employee Filing Incurred Expenses	The employer <b>shall</b> notify the injured employee in writing that he is entitled to reimbursement for expenses as stated <u>Code of Alabama, 1975</u> , Sections 25-5-77 (c) and (f).	§25-5-77	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-77 therefore not discretionary
480-5-5-.36	Time Limits for Employee Filing Incurred Expenses	This notice <b>shall</b> be furnished within two weeks of acceptance of the claim as a compensable work-related injury.	§25-5-77	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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				therefore not a regulatory restriction
480-5-5-.36	Time Limits for Employee Filing Incurred Expenses	Only one round trip <b>shall</b> be approved.	§25-5-77	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-6-.02	Drug-Free Workplace Certification	Employers desiring a Drug-Free Workplace certification pursuant to Alabama Act 95-535 <b>shall</b> submit their request in writing on forms as approved by the Director, to the Department of Industrial Relations, Workers’ Compensation Division, Drug-Free Workplace Certification Program.	§25-5-340	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-340 therefore not discretionary
480-5-6-.02	Drug-Free Workplace Certification	A statement identifying each substance abuse test that <b>shall</b> be conducted	§25-5-340	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-333 therefore not discretionary
480-5-6-.02	Drug-Free Workplace Certification	If an Employee Assistance Program is not provided, a listing of providers of other employee assistance <b>shall</b> be forwarded;	§25-5-340	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-5-336 therefore not discretionary
480-5-6-.02	Drug-Free Workplace Certification	The Department <b>shall</b> use the “Drug-Free Workplace Application,” or as subsequently revised, to determine if an employer will be certified.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.02	Drug-Free Workplace Certification	Employers <b>shall</b> maintain compliance with the criteria for a certified drug-free workplace during the entire year that certification is granted.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.02	Drug-Free Workplace Certification	The Workers’ Compensation Division upon receipt of any allegations or complaints that an employer has not maintained a drug-free workplace,	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services

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		<b>shall</b> investigate the facts and determine on a case-by-case basis whether to revoke a certification.		and is not directly required by law
480-5-6-.02	Drug-Free Workplace Certification	Before denying or revoking a Drug-Free Workplace Certificate, the Department <b>shall</b> provide the applying employer or certificate holder with the opportunity to file an administrative appeal.	§25-5-340	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-6-.03	Substance Abuse Testing	The methodology and procedures for alcohol testing <b>shall</b> conform to the Department of Transportation (DOT) 49 Code of Federal Regulation Part 40,	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.03	Substance Abuse Testing	Except for those employees who <b>must</b> comply with DOT standards,		1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.03	Substance Abuse Testing	an employee <b>shall</b> be determined to be under the influence of alcohol if the employee’s normal faculties are impaired due to the consumption of alcohol or the employee has an alcohol level of .08 or higher,	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.04	Drug-Free Workplace Medical Review Officer	The MRO <b>shall</b> not be an employee of the laboratory conducting the drug test unless the laboratory establishes a clear separation of functions to prevent any appearance of a conflict of interest.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.04	Drug-Free Workplace Medical Review Officer	The MRO <b>shall</b> examine alternative medical explanations for any positive test result.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.04	Drug-Free Workplace Medical Review Officer	The MRO <b>shall</b> not, however, consider the results of urine samples that are not obtained or processed in accordance with Code of Ala. 1975, §§25-5-330 through 25-5-340.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services

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				and is not directly required by law
480-5-6-.04	Drug-Free Workplace Medical Review Officer	This review <b>shall</b> be performed by the Medical Review Officer (MRO) prior to the transmission of the results to employer administrative officials.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.04	Drug-Free Workplace Medical Review Officer	The MRO review <b>shall</b> include review of the chain of custody to ensure that it is complete and sufficient on its face.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.04	Drug-Free Workplace Medical Review Officer	Prior to making a final decision to verify a positive test result for an individual, the MRO <b>shall</b> give the individual an opportunity to discuss the test results with him or her.	§25-5-340	0 – Explanation: no restriction on citizen or business ability to access benefits/services therefore not a regulatory restriction
480-5-6-.04	Drug-Free Workplace Medical Review Officer	Following verification of a positive test result, the MRO <b>shall</b> , as provided in the employer’s policy, refer the case to the employer’s employee assistance or rehabilitation program, if applicable, to the management official empowered to recommend or take administrative action (or the officials’ designated agent), or both.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.04	Drug-Free Workplace Medical Review Officer	The MRO <b>shall</b> notify each employee who has a confirmed positive test that the employee has 72 hours in which to request a reanalysis of the original specimen, if the single sample method of collection was used, or request a test of the split specimen, if the split sample method of collection was used, if the test is verified as positive.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.04	Drug-Free Workplace Medical Review Officer	Only the MRO may authorize such a reanalysis. IF the reanalysis of the single sample or analysis of the split sample fails to reconfirm the presence of the drug or drug metabolite, or if the split specimen is unavailable, inadequate for testing or untestable, the MRO <b>shall</b> cancel the test and report the cancellation to the employer.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.04	Drug-Free Workplace Medical Review Officer	If the MRO concludes that there is a legitimate explanation for the employee’s failure to contact the MRO within 72 hours, the MRO <b>shall</b>	§25-5-340	0 – Explanation: no restriction on citizen or business ability to access benefits/services

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		direct that the reanalysis of the primary specimen or analysis of the split specimen, as applicable, be performed.		therefore not a regulatory restriction
480-5-6-.04	Drug-Free Workplace Medical Review Officer	Each employer or MRO <b>shall</b> use blind testing quality control procedures as provided in this rule.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-6-.04	Drug-Free Workplace Medical Review Officer	Each employer or MRO <b>shall</b> submit three blind performance test specimens for each 100 employee specimens it submits, up to a maximum of 100 blind performance test specimens submitted per quarter.	§25-5-340	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	Registration. Every professional employer organization seeking authority to operate as a PEO in Alabama <b>shall</b> register with the Department of Industrial Relations prior to commencement of operations within this state.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-14-5 therefore not discretionary
480-5-7-.01	Professional Employer Registration requirements	The registration form <b>shall</b> be made on a form prescribed and approved by the Director, and shall include as attachments the following:	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	The Director <b>shall</b> have complete discretion whether to allow or disallow the waiver.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	In no event <b>shall</b> a registrant be allowed to request such a waiver after its first year of existence	<b><u>Code of Ala. 1975, §25-14-11</u></b>	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-14-5 therefore not discretionary
480-5-7-.01	Professional Employer Registration requirements	Limited Registration. Every professional employer organization seeking authority to operate as a PEO in Alabama under a limited registration <b>shall</b> register with the Department of Industrial Relations prior to commencement of operations within this state.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	0 – Explanation, restriction on citizen or business ability to access benefits/services and is

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				required by §25-14-5 therefore not discretionary
480-5-7-.01	Professional Employer Registration requirements	The limited registration form <b>shall</b> be made on a form prescribed and approved by the Director, verifying the professional employer organization:	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	Each professional employer organization involved in the consolidated registration <b>must</b> pay a separate registration fee.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	A registration fee, in the amount as specified below, <b>shall</b> accompany each registration form and shall be made payable to “DIR/PEO Fund” – Professional Employer Organization Registration Administrative Trust Fund.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-14-5 therefore not discretionary
480-5-7-.01	Professional Employer Registration requirements	A registration fee, in the amount as specified below, shall accompany each registration form and <b>shall</b> be made payable to “DIR/PEO Fund” – Professional Employer Organization Registration Administrative Trust Fund.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-14-5 therefore not discretionary
480-5-7-.01	Professional Employer Registration requirements	A registrant <b>must</b> furnish satisfactory proof of sufficient financial resources to pay all workers’ compensation claims and unemployment taxes for which it may become liable.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	A registrant <b>must</b> have and maintain, at all times, a net worth of not less than \$100,000.00, as shown on the submitted audited or reviewed financial statements	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	The Director may require that any security or asset used to secure the payments of unemployment taxes and workers’ compensation claims <b>shall</b> be maintained by a financial institution located in the State of Alabama.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services

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				and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	The certificate <b>shall</b> remain valid for a period of one year from the date of registration.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	0 – Explanation, restriction on citizen or business ability to access benefits/services and is required by §25-14-5 therefore not discretionary
480-5-7-.01	Professional Employer Registration requirements	A certificate of registration <b>shall</b> be valid only to that entity to which it is issued.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	No professional employer organization has the authority to extend use of its registration certificate to any other person, firm or corporation, and the unauthorized extension of said use <b>shall</b> constitute good cause for refusal to renew the certificate.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	Notice – Any notice required to be given by these rules and regulations to the Director <b>shall</b> be deemed proper if made in writing, addressed to Director, Department of Industrial Relations, Workers’ Compensation Division, Montgomery, Alabama 36131.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law
480-5-7-.01	Professional Employer Registration requirements	Any notice required by these rules and regulations to be given to a registered professional employer organization <b>shall</b> be deemed properly given if in writing and addressed to the employer at the address shown on either the registration form or the last annual report.	<b><u>Code of Ala. 1975, §25-14-11</u></b>	1 – Explanation: a restriction on citizen or business ability to access benefits/services and is not directly required by law

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Rule Citation	Short Description	Regulatory Text	Statutory Authority	# of Discretionary Regulatory Restrictions
<b>Labor Market Information</b>				
480-6-1-.01	<b>Multiply Worksite Report</b>	(3) The information requested on said "Multiple Worksite Report" is hereby mandatory and required.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0 – required by QCEW Work Statement, a cooperative agreement with federal BLS

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Rule Citation	Short Description	Regulatory Text	Statutory Authority	# of Discretionary Regulatory Restrictions
<b>Boiler and Pressure Vessels</b>				
480-7-1-.01	Definition Of Terms	480-X-1-.01 Definition Of Terms. As used in this chapter, the terms provided herein shall have the following meanings:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-1-.01	Definition Of Alteration	(4) Alteration - a change in any item described on the original manufacturer's data report that affects the pressure capability of the boiler or pressure vessel. Nonphysical changes, such as an increase in the maximum allowable working pressure (internal or external) or design temperature of a boiler or pressure vessel, shall be considered an alteration. A reduction of minimum temperature such that additional mechanical tests are required shall be considered an alteration.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-1-.01	Definition Of Alteration	(4) Alteration - a change in any item described on the original manufacturer's data report that affects the pressure capability of the boiler or pressure vessel. Nonphysical changes, such as an increase in the maximum allowable working pressure (internal or external) or design temperature of a boiler or pressure vessel, shall be considered an alteration. A reduction of minimum temperature such that additional mechanical tests are required shall be considered an alteration.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-1-.01	Definition Of Hot Water Supply Boiler	(8)(e) Hot Water Supply Boiler - a boiler or heater completely filled with water that furnishes hot water to be used externally to itself at pressures not exceeding 160 psig or a temperature not exceeding 250°F for hot water supply boilers, or temperatures not exceeding 210°F for hot water supply heaters. This shall include, fired storage water heaters 5 gallons or greater, which are greater, which are directly fired with steam, oil, gas or electricity located in buildings owned by or under the control of the state, county, municipality, separate school district or other public entity.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-1-.01	Definition Of Certificate Inspection	(9) Certificate inspection - an inspection, the report of which is used by the chief inspector as justification for issuing, withholding, or revoking the certificate of inspection. This certificate inspection shall be as complete an inspection as possible. Regular certificate inspections are re-inspections or new inspections scheduled by the State	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-1-.01	Definition Of Rerating	(41) Rerating - a change in the maximum allowable working pressure or temperature of a boiler or pressure vessel, regardless of whether or not physical work is performed on the boiler or pressure vessel. Rerating shall be considered an alteration.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-1-.02	Adoption Of Codes And Standards	Adoption Of Codes And Standards. (1) Unless otherwise provided by applicable law or the provisions of this chapter, the required minimum standards for the safe construction, installation, inspection, maintenance, and repair of boilers and pressure vessels in the State of Alabama shall be those prescribed in the following publications. All codes and standards adopted herein by the Alabama Board of Boilers and Pressure Vessels shall incorporate the most current editions made, approved, and/or adopted by each code or standard society, unless otherwise stated by the Board.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-1-.02	Adoption Of Codes And Standards	Adoption Of Codes And Standards. (1) Unless otherwise provided by applicable law or the provisions of this chapter, the required minimum standards for the safe construction, installation, inspection, maintenance, and repair of boilers and pressure vessels in the State of Alabama shall be those prescribed in the following publications. All codes and standards adopted herein by the Alabama Board of Boilers and Pressure Vessels shall incorporate the most current editions made, approved, and/or adopted by each code or standard society, unless otherwise stated by the Board.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.01	Examination For Certificate Of Competency	Examination For Certificate Of Competency. (1) Applicants for the examination for a certificate of competency shall satisfy the requirements of this section.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.01	Examination For Certificate Of Competency	(3) An application for examination shall be submitted on the form prescribed by Board and shall contain an accurate educational and employment history.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	1

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480-7-2-.01	Examination For Certificate Of Competency	Applications shall be submitted to the chief inspector at least 45 days prior to the date of the examination.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	1
480-7-2-.01	Examination For Certificate Of Competency	(3) An application for examination shall be submitted on the form prescribed by Board and shall contain an accurate educational and employment history. Applications shall be submitted to the chief inspector at least 45 days prior to the date of the examination.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.01	Examination For Certificate Of Competency	(6) Two members of the Board shall be present at all times during the examination.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22..</a>	0
480-7-2-.01	Examination For Certificate Of Competency	(8) The chief inspector shall issue a certificate of competency to all applicants who succeed in passing the written examination and are employed on a full-time basis by an authorized inspection agency, as defined herein.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.01	Certificate Of Competency	(10) Certificates of competency are valid through December 31st of each year. Renewal requests shall be submitted to the Board no later than December 1st of each year in order to remain active.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	1
480-7-2-.01	Certificate Of Competency	(11) Employing companies shall return certificates of competency to the Board upon the termination of employment of any inspector.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.01	Certificate Of Competency	(13) A certificate of competency as an owner/user inspector shall be issued to an inspector of a company operating pressure vessels in this State only if, in addition to meeting the requirements stated herein, the inspector is employed full-time by the company and is responsible for making inspections of pressure vessels used or to be used by the company and that are not for resale.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.02	Fees	(1) Schedule of fees – the owner or user of a boiler or pressure vessel required by this Act to be inspected by the chief inspector or his/her deputy inspector shall pay directly to the chief inspector, upon completion of inspection, fees in accordance with the following <span style="background-color: yellow;">schedule</span> :	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-2-.02	Penalties and interest fees	(6)(a) Boilers and pressure vessels subject to operating certificate inspections by special inspectors, or owner or user inspectors, shall be inspected within sixty (60) calendar days following the required re-inspection date.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-16</a>	0
480-7-2-.02	Penalties and interest fees	Inspections not performed within this sixty (60) calendar day period shall result in a fine of five hundred dollars (\$500) for each boiler or pressure vessel not inspected.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.02	Penalties and interest fees	(6)(b) Inspection fees due on boiler and pressure vessels subject to inspection by the chief or deputy inspectors or operating certificate fees due from inspections performed by special inspectors, or owner or user inspectors, shall be paid within sixty (60) calendar days of completion of the inspections.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.02	Penalties and interest fees	(6)(c) Inspection fees or operating certificate fees unpaid within sixty (60) calendar days shall bear interest at the rate of 1.5 percent per month or any fraction of a month. Interest shall continue to accrue until all amounts due, including interest, are received by the commissioner.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.02	Penalties and interest fees	(6)(e) Inspection fees or operating certificate fees must be paid in order to validate operating certificates.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.02	Penalties and interest fees	Fees not paid within sixty (60) calendar days of completion of inspection shall cause the suspension of the operating certificate until such time as all outstanding fees are paid.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-2-.02	Penalties and interest fees	When an operating certificate is suspended for lack of payment, the deputy inspector shall re-inspect the boilers, hot water heaters, or pressure vessels suspended from operation, and the inspection fee will be charged and collected prior to reinstating the operating certificate.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-3-.01 (1)	Installation Of New, Reinstalled, Secondhand, Or Special Design Boilers Or Pressure Vessels.	(1) The company or person responsible for the installation of any boiler or pressure vessel shall obtain an installation permit before any installment work is performed.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-3-.01 (1)	Installation Of New, Reinstalled, Secondhand, Or Special Design Boilers Or Pressure Vessels.	A "Request to Install a Boiler or Pressure Vessel" must be submitted along with the installation permit fee to the Alabama Department of Labor.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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			<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-3-.01 (1)</b>	Installation Of New, Reinstalled, Secondhand, Or Special Design Boilers Or Pressure Vessels.	The Manufacturers Data Report for ASME Code Stamped and National Board Registered Boilers or Pressure Vessels <b>must</b> also accompany the “Request to Install.”	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-3-.01 (1)</b>	Installation Of New, Reinstalled, Secondhand, Or Special Design Boilers Or Pressure Vessels.	For boilers or pressure vessels of special design, the “Request to Install” <b>must</b> be accompanied by drawings, calculations, and any other information the chief inspector may require.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-3-.01 (1)</b>	Installation Of New, Reinstalled, Secondhand, Or Special Design Boilers Or Pressure Vessels.	No boiler or pressure vessel <b>shall</b> be installed in this State unless the boiler or pressure vessel meets all adopted codes, standards, and/or these rules.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-3-.01 (2)</b>	Installation Of New, Reinstalled, Secondhand, Or Special Design Boilers Or Pressure Vessels.	(2) All installation permits that have not had any action taken toward installation <b>shall</b> expire twelve (12) months after the issue date.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-3-.01 (2)</b>	Installation Of New, Reinstalled, Secondhand, Or Special Design Boilers Or Pressure Vessels.	The expiration date <b>shall</b> be shown on the permit. The fee for an expired permit shall be forfeited and the file closed out. The company or person performing the installation must resubmit all information as required in paragraph (1) above in order to obtain a subsequent installation permit.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-3-.01 (2)</b>	Installation Of New, Reinstalled, Secondhand, Or Special Design Boilers Or Pressure Vessels.	The company or person performing the installation <b>must</b> resubmit all information as required in paragraph (1) above in order to obtain a subsequent installation permit.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-3-.01 (3)</b>	Installation Of New, Reinstalled, Secondhand, Or Special Design Boilers Or Pressure Vessels.	(3) All installations <b>shall</b> meet the requirements of the Code as defined in these rules.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-4-.01 (1)</b>	Assignment And Application Of Serial Numbers.	(1) Alabama serial numbers <b>shall</b> be issued to all deputy inspectors, special inspectors, or owner/user inspectors when requested in writing.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-4-.01 (1)</b>	Assignment And Application Of Serial Numbers.	(1) Alabama serial numbers shall be issued to all deputy inspectors, special inspectors, or owner/user inspectors when requested in writing. No number	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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		shall be assigned to a boiler or pressure vessel unless that number has been obtained from the chief inspector. Only one Alabama serial number shall be assigned to a boiler or pressure vessel.	<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
480-7-4-.01 (1)	Assignment And Application Of Serial Numbers.	No number shall be assigned to a boiler or pressure vessel unless that number has been obtained from the chief inspector. Only one Alabama serial number shall be assigned to a boiler or pressure vessel.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-4-.01 (1)	Assignment And Application Of Serial Numbers.	Only one Alabama serial number shall be assigned to a boiler or pressure vessel.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-4-.01 (2)	Assignment And Application Of Serial Numbers.	(2) Upon completion of the installation of the boiler or pressure vessel or at the time of the initial certificate inspection of an existing installation, each boiler or pressure vessel shall have the Alabama serial number applied in the following manner:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-4-.01 (2)	Assignment And Application Of Serial Numbers.	(a) Each boiler or pressure vessel of steel construction, where direct impression stamping would not be detrimental, shall have the letters "AL";	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-4-.01 (2)	Assignment And Application Of Serial Numbers.	directly below the "AL" shall be stamped the Alabama serial number, with a five point star stamped immediately adjacent to the first and last digit of the number. All stamping shall be accomplished by low stress steel dies 5/16 in. high.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-4-.01 (2)(a)	Assignment And Application Of Serial Numbers.	All stamping shall be accomplished by low stress steel dies 5/16 in. high.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-4-.01 (2)(b)	Assignment And Application Of Serial Numbers.	(b) Potable water heater ASME Code Symbol stamped HLW, cast iron sectional boilers, water tube boilers with cast headers, and other types of boilers or pressure vessels that will be damaged by direct impression stamping shall be identified with a corrosion resistant metal tag furnished by the Department of Labor containing the information described in (2) (a) above.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-4-.01 (2)(b)	Assignment And Application Of Serial Numbers.	The tag shall be attached as permanently as practicable to the external jacket or other covering of the boiler or pressure vessel.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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			<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-4-.01 (2)(c)</b>	Assignment And Application Of Serial Numbers.	(c) The Alabama serial number <b>shall</b> not be concealed by lagging or paint.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-4-.01 (2)(d)</b>	Assignment And Application Of Serial Numbers.	(d) No person other than the chief inspector or the deputy inspector <b>shall</b> deface or remove such numbers, except as approved by the chief inspector.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-4-.01 (2)(e)</b>	Assignment And Application Of Serial Numbers.	(e) Any boiler or pressure vessel stamped or identified with the corrosion resistant metal tag, having been inspected and declared unsafe by the chief inspector or deputy inspector, without the possibility of repair, <b>shall</b> be stamped with an “X” on the star on either side of the Alabama serial number, designating a condemned boiler or pressure vessel.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.01 (1)</b>	Boiler And Pressure Vessel Inspection Requirements.	(1) On or after January 1, 2002, each boiler and pressure vessel used or proposed to be used within this State, except for boiler and pressure vessels exempted by the Act, <b>shall</b> be thoroughly inspected as to its construction, installation, and condition as follows:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.01 (1)(a)</b>	Boiler And Pressure Vessel Inspection Requirements.	(a) Power boilers and high pressure, high temperature water boilers <b>shall</b> receive a certificate inspection annually,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.01 (1)(a)</b>	Boiler And Pressure Vessel Inspection Requirements.	which <b>shall</b> be an internal inspection where construction permits;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.01 (1)(a)</b>	Boiler And Pressure Vessel Inspection Requirements.	otherwise, it <b>shall</b> be as complete an inspection as possible. The boilers shall also be externally inspected while under pressure, if possible.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.01 (1)(a)</b>	Boiler And Pressure Vessel Inspection Requirements.	The boilers <b>shall</b> also be externally inspected while under pressure, if possible.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.01 (1)(b)</b>	Boiler And Pressure Vessel Inspection Requirements.	(b) Low pressure steam or vapor heating boilers <b>shall</b> receive a certificate inspection biennially with an internal inspection every four years where construction permits.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.01 (1)(c)</b>	Boiler And Pressure Vessel Inspection Requirements.	(c) Hot water heating and hot water supply boilers <b>shall</b> receive a certificate inspection biennially with an internal inspection at the discretion of the inspector.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.01 (1)(d)</b>	Boiler And Pressure Vessel Inspection Requirements.	(d) Pressure vessels <b>shall</b> receive a certificate inspection biennially with an internal inspection at the discretion of the inspector.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.01 (2)</b>	Boiler And Pressure Vessel Inspection Requirements.	(2) The Secretary, chief inspector, or any deputy inspector <b>shall</b> have free access during reasonable hours to any premises in the State where boilers or pressure vessels are being constructed, installed, operated, maintained, or repaired for the purpose of performing any required safety inspections in accordance with the Act and these rules.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.01 (2)</b>	Boiler And Pressure Vessel Inspection Requirements.	Any owner/user or person responsible for boilers or pressure vessels that denies access for inspection <b>shall</b> be in violation of the Act.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.02 (1)</b>	Cessation Orders On Unsafe Equipment Or Equipment Operating In Violation Of These Rules.	(1) The Commissioner or his authorized representative may issue a written order for the temporary cessation of operation of a boiler or pressure vessel if it has been determined after inspection to be hazardous or unsafe. Operation <b>shall</b> not resume until such conditions are corrected to the satisfaction of the Commissioner or his representative.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.02 (2)</b>	Cessation Orders On Unsafe Equipment Or Equipment Operating In Violation Of These Rules.	(2) Any boiler or pressure vessel that cannot be made safe for continued operation <b>shall</b> be condemned.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.03 (2)</b>	Notification Of Inspection.	(2) All insurance companies <b>shall</b> notify the chief inspector of all boilers or pressure vessels on which insurance is initially written, cancelled, not renewed, or suspended within 30 days of such issuance, cancellation, non-renewal, or suspension.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.03 (3)	Notification Of Inspection.	(3) Special inspectors are <b>required</b> to notify the chief inspector of unsafe boilers and pressure vessels.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.03 (3)(a)	Notification Of Inspection.	(a) If an inspector, upon first inspection, finds that a boiler or pressure vessel, or any appurtenance thereof, is in such condition that he would refuse to issue an inspection certificate, the inspector <b>shall</b> immediately notify the chief inspector and submit a report of the defects observed.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.03 (3)(b)	Notification Of Inspection.	(b) If, upon inspection, an inspector finds a boiler or pressure vessel to be unsafe for further operation, he <b>shall</b> promptly notify the owner or user, stating what repairs or other corrective measures are needed.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.03 (3)(b)	Notification Of Inspection.	The inspector <b>shall</b> also immediately notify his supervisor or the chief inspector of the unsafe condition..	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.03 (3)(b)	Notification Of Inspection.	Until such corrections have been made, no further operation of the boiler or pressure vessel involved <b>shall</b> be permitted.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.03 (3)(b)	Notification Of Inspection.	If an inspection certificate for the object is required and is in force, it <b>shall</b> be suspended by the chief inspector. When re-inspection establishes that the necessary repairs have been made or corrective actions have been taken and that the boiler or pressure vessel is safe to operate, the chief inspector shall be notified. At that time, an inspection certificate may be issued where applicable.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.03 (3)(b)	Notification Of Inspection.	When re-inspection establishes that the necessary repairs have been made or corrective actions have been taken and that the boiler or pressure vessel is safe to operate, the chief inspector <b>shall</b> be notified. At that time, an inspection certificate may be issued where applicable.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.03 (3)(c)	Notification Of Inspection.	(c) Each owner/user inspection agency <b>shall</b> , as required by the provisions of the Act and these rules and regulations:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.03 (3)(c)(4)	Notification Of Inspection.	4. Maintain inspection records, which <b>shall</b> include a list of each pressure vessel covered by the Act, showing a serial number and such abbreviated descriptions	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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		as may be necessary for identification, the date of last inspection of each unit, and the approximate date for the next inspection.	<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-5-.03 (3)(c)(4)</b>	Notification Of Inspection.	Such inspection records shall be readily available for examination by the chief inspector or his authorized representative during regular business hours.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.03 (3)(d)</b>	Notification Of Inspection.	(d) Boilers and pressure vessels overdue for inspection by more than 60 days shall be inspected by a deputy inspector. The owner/user may be invoiced for a special inspection as specified in Rule 480-7-2-.02.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.04 (1)</b>	Notification Of Incident.	(1) When an incident occurs to a boiler or pressure vessel resulting in a personal injury, the owner or user shall notify the chief inspector within 24 hours by submitting a detailed report of the incident.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.04 (1)</b>	Notification Of Incident.	In the event the incident occurs during a weekend, notification shall be made on the first business day thereafter.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.04 (2)</b>	Notification Of Incident.	(2) In the event of a personal injury requiring immediate transport to a medical facility, notice shall be given by telephone or email within four (4) hours,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.04 (2)</b>	Notification Of Incident.	and neither the boiler nor pressure vessel, nor any part thereof, shall be removed or disturbed before permission to do so has been given by the Chief Inspector, except for the purpose of saving human life and limiting consequential damage.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.04 (3)</b>	Notification Of Incident.	(3) An inspection shall be made as a result of an incident, and the inspector will inform the owner or user of the requirements set forth in paragraph (1).	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.05 (1)</b>	Validity Of Certificate Of Inspection.	(1) A certificate of inspection shall be valid until expiration unless some defect or condition affecting the safety of the boiler or pressure vessel is disclosed, provided,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.05 (1)</b>	Validity Of Certificate Of Inspection.	however, that a certificate of inspection issued for a boiler or pressure vessel inspected by a special inspector shall be valid only if the boiler or pressure	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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		vessel for which it was insured continues to be insured by a duly authorized insurance company.	<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-5-.05 (2)</b>	Validity Of Certificate Of Inspection.	(2) The Commissioner or his authorized representative may extend the expiration date of any certificate of inspection. Requests for extension must be submitted in writing to the Department stating the reason for the extension. The Commissioner or his authorized representative shall respond, in writing, to any requests for extensions.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.06 (1)</b>	Repair And Alterations To Boilers And Pressure Vessels.	(1) Repairs and alterations to boilers and pressure vessels shall be made in accordance with the latest edition and addenda of the National Board Inspection Code (NBIC) or the API Pressure Vessel Inspection Code, as applicable.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.06 (2)</b>	Repair And Alterations To Boilers And Pressure Vessels.	(2) Repairs and alterations performed in accordance with the NBIC must be made by a valid National Board “R” certificate holder whose certificate of authorization encompasses the type and scope of work to be performed.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.06 (3)</b>	Repair And Alterations To Boilers And Pressure Vessels.	(3) Repairs and alterations must be acceptable to the inspector responsible for the in-service inspection of the boiler or pressure vessel.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.06 (4)</b>	Repair And Alterations To Boilers And Pressure Vessels.	(4) Repairs and alterations must be documented and submitted to the chief inspector as required by the NBIC or the API Pressure Vessel Inspection Code.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (1)</b>	Preparation For Certificate Inspection.	(1) The owner or user shall prepare each boiler or pressure vessel for inspection and	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (1)</b>	Preparation For Certificate Inspection.	shall prepare for and apply a hydrostatic or pressure test, whenever necessary, on the date arranged by the inspector.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)</b>	Preparation For Certificate Inspection.	(2) The owner or user shall prepare a boiler for internal inspection in the following manner:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.07 (2)(a)</b>	Preparation For Certificate Inspection.	(a) The fuel supply and ignition system <b>shall</b> be locked out and/or tagged out in accordance with the owner/user's procedures.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)(b)</b>	Preparation For Certificate Inspection.	(b) Water <b>shall</b> be drained off and the boiler washed thoroughly;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)(c)</b>	Preparation For Certificate Inspection.	(c) Manhole and handhole plates, washout plugs, and inspection plugs in water column connections <b>shall</b> be removed as required by the inspector,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)(c)</b>	Preparation For Certificate Inspection.	and the furnace and combustion chambers <b>shall</b> be cooled and thoroughly cleaned;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)(d)</b>	Preparation For Certificate Inspection.	(d) All grates of internally fired boilers <b>shall</b> be removed;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)(e)</b>	Preparation For Certificate Inspection.	(e) Insulation or brickwork <b>shall</b> be removed as required by the inspector in order to determine the condition of the boiler, headers, furnace, supports, or other parts;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)(f)</b>	Preparation For Certificate Inspection.	(f) The pressure gage <b>shall</b> be removed for testing, as required by the inspector;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)(g)</b>	Preparation For Certificate Inspection.	(g) Any leakage of steam or hot water into the boiler <b>shall</b> be prevented by disconnecting the pipe or valve at the most convenient point or by any appropriate means approved by the inspector; and	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)(h)</b>	Preparation For Certificate Inspection.	(h) Before opening the manhole or handhole covers and entering any parts of the steam generating unit connected to a common header with other boilers, the non-return and steam stop valves <b>shall</b> be closed, tagged, and padlocked, and drain valves or cocks between the two valves opened.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.07 (2)(h)</b>	Preparation For Certificate Inspection.	The feed valves <b>shall</b> be closed, tagged, and padlocked.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)(h)</b>	Preparation For Certificate Inspection.	Blowoff lines, where practicable, <b>shall</b> be disconnected between pressure parts and valves.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (2)(h)</b>	Preparation For Certificate Inspection.	All drains and vent lines <b>shall</b> be opened.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (3)</b>	Preparation For Certificate Inspection.	<b>(3) Pressure vessels shall be prepared for inspection to the extent deemed necessary by the inspector as outlined herein.</b>	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (4)</b>	Preparation For Certificate Inspection.	<b>(4) If a boiler or pressure vessel has not been properly prepared for an internal inspection, or if the owner or user failed to comply with the requirements for a pressure test as set forth in these rules, the inspector may decline to make the inspection or test, and the inspection certificate shall be withheld or suspended until the owner or user complies with the requirements.</b>	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (5)</b>	Preparation For Certificate Inspection.	(5) If the boiler or pressure vessel is jacketed so that the longitudinal seams of shells, drums, or domes cannot be seen, sufficient jacketing, setting wall, or other form of casing or housing <b>shall</b> be removed to permit reasonable inspection of the seams and other areas necessary to determine the condition and safety of the boiler or pressure vessel, provided such information cannot be determined by other means.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (6)</b>	Preparation For Certificate Inspection.	<b>(6) The shell or drum of a boiler or pressure vessel in which a lap seam crack is discovered along a longitudinal riveted joint shall be immediately discontinued from use.</b>	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.07 (6)</b>	Preparation For Certificate Inspection.	Patching <b>shall</b> be prohibited.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.07 (7)(a)	Preparation For Certificate Inspection. Pressure Tests	(a) A hydrostatic pressure test, when applied to boilers, shall not exceed 1-1/2 times the maximum allowable working pressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (7)(a)	Preparation For Certificate Inspection. Pressure Tests	The pressure shall be under proper control	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (7)(a)	Preparation For Certificate Inspection. Pressure Tests	so that in no case shall the required test pressure be exceeded by more than six (6) percent.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (7)(b)	Preparation For Certificate Inspection. Pressure Tests	(b) A hydrostatic pressure test, when applied to pressure vessels, shall not exceed 1-1/2 times the maximum allowable working pressure, except as permitted by the applicable ASME Code	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (7)(c)	Preparation For Certificate Inspection. Pressure Tests	(c) During a hydrostatic test, the safety valve or valves shall be removed or gagged;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (7)(c)	Preparation For Certificate Inspection. Pressure Tests	if gagged, each valve disk shall be held to its seat by means of a testing clamp and not by screwing down the compression screw upon the spring. A plug device designed for this purpose may also be used.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (7)(d)	Preparation For Certificate Inspection. Pressure Tests	(d) The minimum temperature of the water used to apply a hydrostatic test shall be not less than 70°F,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (7)(d)	Preparation For Certificate Inspection. Pressure Tests	and the maximum metal temperature during inspection shall not exceed 120°F.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (7)(e)	Preparation For Certificate Inspection. Pressure Tests	(e) When a hydrostatic test is applied to determine tightness, the pressure shall be equal to the normal operating pressure but need not exceed the release pressure of the safety valve having the lowest release setting.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.07 (8)	Preparation For Certificate Inspection. Pressure Tests	(8) No employer (owner or user) shall permit entry to,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (8)	Preparation For Certificate Inspection. Pressure Tests	nor shall an employee or inspector enter, a boiler furnace, drum, or header or pressure vessel until all requirements of the Occupational Safety and Health Administration, Department of Labor, 29 CFR 1910.146 Permit-Required Confined Space Standard, have been met and until the inspector or supervisor and the person entering the boiler or pressure vessel have confirmed that all stop valves on inlet and outlet piping not vented to the atmosphere have been closed and tagged.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (8)	Preparation For Certificate Inspection. Pressure Tests	Where not valved, the piping shall be disconnected or blanked. In addition, plant personnel shall make appropriate tests to ensure that there are no oxygen deficiencies or hazardous or toxic gases in the boiler furnace, drum, or header or pressure vessel to be entered by the inspector. Prior to and during entry, an approved person must be outside the boiler or pressure vessel to ensure compliance with all confined space procedures.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (8)	Preparation For Certificate Inspection. Pressure Tests	In addition, plant personnel shall make appropriate tests to ensure that there are no oxygen deficiencies or hazardous or toxic gases in the boiler furnace, drum, or header or pressure vessel to be entered by the inspector.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.07 (8)	Preparation For Certificate Inspection. Pressure Tests	Prior to and during entry, an approved person must be outside the boiler or pressure vessel to ensure compliance with all confined space procedures.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(a)(1) Power Boilers	Existing Installations. Age Limit of Existing Boilers	1. The age limit of any boiler of nonstandard construction, installed prior to the date the Act became effective, shall be thirty (30) years, except that a boiler having other than a lap-riveted longitudinal joint, after a thorough internal and external inspection and, when required by the inspector, a pressure test of 1-1/2 times the allowable working pressure held for a period of at least thirty (30) minutes during which no distress or leakage develops, may be continued in operation at the working pressure determined by Rule 165-X-4-.08(1)(c).	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(a)(1)	Existing Installations. Age Limit of Existing Boilers	The age limit of any nonstandard boiler having lap-riveted longitudinal joints and operating at a pressure in excess of 50 psig shall be twenty (20) years.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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<b>480-7-5-.08 (1)(a)(1)</b>	Existing Installations. Age Limit of Existing Boilers	This type of boiler, when removed from an existing setting, <b>shall</b> not be reinstalled for a pressure in excess of 15 psig. A reasonable time for replacement, not to exceed one year, may be given at the discretion of the Board.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(a)(2)</b>	Existing Installations. Age Limit of Existing Boilers	2. The age limit of boilers of standard construction installed prior to the date this law became effective <b>shall</b> be dependent on thorough internal and external inspection and, where required by the inspector, a pressure test not exceeding 1-1/2 times the allowable working pressure. If the boiler, under these test conditions, exhibits no distress or leakage, it may be continued in operation at the working pressure determined by Rule 165-X-4-.08(1)(b).	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(a)(3)</b>	Existing Installations. Age Limit of Existing Boilers	3. The shell or drum of a boiler in which a lap seam crack develops along a longitudinal lap-riveted joint <b>shall</b> be condemned. A lap seam crack is a crack found in lap seams extending parallel to the longitudinal joint and located either between or adjacent to rivet holes.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(b)</b>	Existing Installations. Maximum Allowable Working Pressure for Standard Boilers	(b) Maximum Allowable Working Pressure for Standard Boilers - The maximum allowable working pressure for standard boilers <b>shall</b> be determined in accordance with the applicable provisions of the edition of the ASME Code under which they were constructed and stamped.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(c)(1)</b>	Existing Installations. Maximum Allowable Working Pressure for Nonstandard Boilers	1. The maximum allowable working pressure for boilers fabricated by riveting <b>shall</b> be determined by the applicable rules of the 1971 Edition of Section I of the ASME Code.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(c)(2)</b>	Existing Installations. Maximum Allowable Working Pressure for Nonstandard Boilers	2. The lowest factor of safety permissible on existing installations <b>shall</b> be 5.0, except for horizontal-return-tubular boilers having continuous longitudinal lap seams more than 12 ft. in length,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(c)(2)</b>	Existing Installations. Maximum Allowable Working Pressure for Nonstandard Boilers	where the factor of safety <b>shall</b> be 8.0.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (1)(c)(2)</b>	Existing Installations. Maximum Allowable Working Pressure for Nonstandard Boilers	When this latter type of boiler is removed from its existing setting, it <b>shall</b> not be reinstalled for pressures in excess of 15 psig.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(c)(3)</b>	Existing Installations. Maximum Allowable Working Pressure for Nonstandard Boilers	3. The maximum allowable working pressure for boilers of welded construction in service <b>may not</b> exceed that allowable in Section I of the ASME Code for new boilers of the same construction.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(c)(4)</b>	Existing Installations. Maximum Allowable Working Pressure for Nonstandard Boilers	4. The maximum allowable working pressure on the shell of a boiler or drum <b>shall</b> be determined by the strength of the weakest course computed from the thickness of the plate, the tensile strength of the plate, the efficiency of the longitudinal joint, the inside diameter of the course, and the factor of safety allowed by these rules in accordance with the following formula:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(c)(4)</b>	Existing Installations. Maximum Allowable Working Pressure for Nonstandard Boilers	TS = specified minimum tensile strength of shell plate material, psi. When the tensile strength of steel or wrought-iron shell plate is not known, it <b>shall</b> be taken as 55,000 psi for steel and 45,000 psi for wrought iron.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(c)(4)</b>	Existing Installations. Maximum Allowable Working Pressure for Nonstandard Boilers	FS = factor of safety, which <b>shall</b> be at least 5.0	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(d)(1)</b>	Existing Installations. Safety Valves	1. The use of weighted-lever safety valves or safety valves having either the seat or disk of cast iron are prohibited; valves of this type of construction <b>shall</b> be replaced by direct, spring-loaded, pop-type valves that conform to the requirements of ASME Code, Section 1.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(d)(2)</b>	Existing Installations. Safety Valves	2. Each boiler <b>shall</b> have at least one ASME/NB-stamped and certified safety valve,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(d)(2)</b>	Existing Installations. Safety Valves	and if it has more than 500 sq. ft. of water-heating surface, or an electric power input of more than 1,100 kW, it <b>shall</b> have two or more safety valves of the same type.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.08 (1)(d)(3)	Existing Installations. Safety Valves	3. The valve or valves shall be connected to the boiler, independent of any other steam connection, and attached as close as possible to the boiler without unnecessary intervening pipe or fittings.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(d)(3)	Existing Installations. Safety Valves	Where alteration is required to conform to this requirement, owners or users shall be allowed reasonable time in which to complete the work as permitted by the chief inspector.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(d)(4)	Existing Installations. Safety Valves	4. No valves of any description shall be placed between the safety valve and the boiler nor on the escape pipe, if used.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(d)(4)	Existing Installations. Safety Valves	When an escape pipe is used, it shall be at least the full size of the safety valve discharge and fitted with an open drain to prevent water lodging in the upper part of the safety valve or in the escape pipe.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(d)(4)	Existing Installations. Safety Valves	When an elbow is placed on a safety valve escape pipe, it shall be located close to the safety valve outlet,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(d)(4)	Existing Installations. Safety Valves	or the escape pipe shall be anchored and supported securely.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(d)(4)	Existing Installations. Safety Valves	All safety discharges shall be so located or piped so that they are carried clear from walkways or platforms.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(d)(5)	Existing Installations. Safety Valves	5. The safety valve capacity of each boiler shall be such that the safety valve or valves will discharge all the steam that can be generated by the boiler without allowing the pressure to rise more than six (6) percent above the highest pressure to which any valve is set, and in no case to more than six (6) percent above the maximum allowable working pressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(d)(6)	Existing Installations. Safety Valves	6. One or more safety valves on every boiler shall be set at or below the maximum allowable working pressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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<b>480-7-5-.08 (1)(d)(6)</b>	Existing Installations. Safety Valves	The remaining valves may be set within a range of three (3) percent above the maximum allowable working pressure, but the range of setting of all the safety valves on a boiler shall not exceed ten (10) percent of the highest pressure to which any valve is set.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(d)(7)</b>	Existing Installations. Safety Valves	7. When boilers of different maximum allowable working pressures with minimum safety valve settings varying more than six (6) percent are so connected that steam can flow toward the lower pressure units, the latter shall be protected by additional safety valve capacity, if necessary, on the lower pressure side of the system.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(d)(7)</b>	Existing Installations. Safety Valves	The additional safety valve capacity shall be based upon the maximum amount of steam that can flow into the lower pressure system.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(d)(8)</b>	Existing Installations. Safety Valves	8. In those cases where the boiler is supplied with feedwater directly from water mains without the use of feeding apparatus (not to include return traps), no safety valve shall be set at a pressure greater than ninety-four (94) percent of the lowest pressure obtained in the supply main feeding the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(d)(9)</b>	Existing Installations. Safety Valves	9. The relieving capacity of the safety valves on any boiler shall be checked by one of the following three methods	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(d)(9)</b>	Existing Installations. Safety Valves	and, if found to be insufficient, additional valves shall be provided:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(d)(9)(i)</b>	Existing Installations. Safety Valves	(i) By making an accumulation test, which consists of shutting off all other steam discharge outlets from the boiler and forcing the fires to the maximum. The safety valve capacity shall be sufficient to prevent a rise of pressure in excess of six (6) percent of the maximum allowable working pressure. This method should not be used on a boiler with a superheater or reheater;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(d)(9)(ii)</b>	Existing Installations. Safety Valves	(ii) By measuring the maximum amount of fuel that can be burned and computing the corresponding evaporative capacity (steam-generating capacity)	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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		upon the basis of the heating value of this fuel. These computations shall be made as outlined in the Appendix of the ASME Code, Section I;	<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-5-.08 (1)(d)(10)</b>	Existing Installations. Safety Valves	10. When either of the methods outlined in 9.(i) or (ii) is employed, the sum of the safety valve capacities shall be equal to or greater than the maximum evaporative capacity (maximum steam-generating capacity) of the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(e)(1)</b>	Existing Installations. Boiler Feeding	1. Each boiler shall have a feed supply that will permit it to be fed at any time while under pressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(e)(2)</b>	Existing Installations. Boiler Feeding	2. A boiler having more than 500 sq. ft. of water heating surface shall have at least two suitable means of feeding,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(e)(2)</b>	Existing Installations. Boiler Feeding	at least one of which shall be a feed pump. A source of feed at a pressure three (3) percent greater than the set pressure of the safety valve with the highest setting may be considered one of the means. Boilers fired by gaseous, liquid, or solid fuel in suspension may be equipped with a single means of feeding water, provided means are furnished for the shutoff of heat input prior to the water level reaching the lowest safe level.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(e)(3)</b>	Existing Installations. Boiler Feeding	3. The feedwater shall be introduced into a boiler in such a manner that the water will not be discharged directly against surfaces exposed to gases of high temperature to direct radiation from the fire.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(e)(3)</b>	Existing Installations. Boiler Feeding	For pressures of 400 psig or over, the feedwater inlet through the drum shall be fitted with shields, sleeves, or other suitable means to reduce the effects of temperature differentials in the shell or head.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(e)(4)</b>	Existing Installations. Boiler Feeding	4. The feed piping to the boiler shall be provided with a check valve near the boiler and a valve or cock between the check valve and the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(e)(4)</b>	Existing Installations. Boiler Feeding	When two or more boilers are fed from a common source, there shall also be a valve on the branch to each boiler between the check valve and the source of supply.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (1)(e)(4)</b>	Existing Installations. Boiler Feeding	Whenever a globe valve is used on feed piping, the inlet shall be under the disk of the valve.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(e)(5)</b>	Existing Installations. Boiler Feeding	5. In all cases where returns are fed back to the boiler by gravity, there shall be a check valve and stop valve in each return line (the stop valve to be placed between the boiler and the check valve),	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(e)(5)</b>	Existing Installations. Boiler Feeding	and both shall be located as close to the boiler as is practicable. It is recommended that no stop valves be placed in the supply and return pipe connections of a single boiler installation.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(1)</b>	Existing Installations. Water Level Indicators	1. Each boiler, except forced-flow steam generators with no fixed steam and waterline and high temperature water boilers of the forced circulation type that have no steam and waterline, shall have at least one water gage glass.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(1)</b>	Existing Installations. Water Level Indicators	Boilers operated at pressures over 400 psig shall be provided with two water gage glasses which may be connected to a single water column or connected directly to the drum.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(2)</b>	Existing Installations. Water Level Indicators	2. Two independent remote level indicators may be provided instead of one of the two required gage glasses for boiler drum water level indication in the case of power boilers with all drum safety valves set at or above 900 psig. When both remote level indicators are in reliable operation, the remaining gage glass may be shut off, but shall be maintained in serviceable condition.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(3)</b>	Existing Installations. Water Level Indicators	3. When the direct reading of the gage glass water level is not readily visible to the operator in his/her working area, two dependable indirect indications shall be provided, either by transmission of the gage glass image or by remote level indicators.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(4)</b>	Existing Installations. Water Level Indicators	4. The lowest visible part of the water gage glass shall be at least 2 in. above the lowest permissible water level, at which level there will be no danger of overheating any part of the boiler when in operation at that level.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(4)</b>	Existing Installations. Water Level Indicators	When remote level indication is provided for the operator in lieu of the gage glass, the same minimum level reference shall be clearly marked.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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<b>480-7-5-.08 (1)(f)(5)</b>	Existing Installations. Water Level Indicators	5. Connections from the boiler to the remote level indicator shall be at least 3/4 in. pipe size, to and including the isolation valve, and from there to the remote level indicator, at least 1/2 in. O.D. tubing.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(5)</b>	Existing Installations. Water Level Indicators	These connections shall be completely independent of other connections for any function other than water level indication.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(5)</b>	Existing Installations. Water Level Indicators	For pressures of 400 psig or over, lower connections to drums shall be provided with shields, sleeves, or other suitable means to reduce temperature differentials in the shells or heads.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(6)</b>	Existing Installations. Water Level Indicators	6. Boilers of the horizontal firetube type shall be set so that when the water is at the lowest reading in the water gage glass,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(6)</b>	Existing Installations. Water Level Indicators	there shall be at least 3 in. of water over the highest point of the tubes, flues, or crown sheets.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(7)</b>	Existing Installations. Water Level Indicators	7. Boilers of locomotives shall have at least one water glass provided with top and bottom shutoff cocks and lamp, two gage cocks for boilers 36 in. in diameter and under, and three gage cocks for boilers over 36 in. in diameter.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(8)</b>	Existing Installations. Water Level Indicators	8. The lowest gage cock and the lowest reading of water glass shall not be less than 2 in. above the highest point of crown sheet on boilers 36 in. in diameter and under, nor less than 3 in. for boilers over 36 in. in diameter. These are minimum dimensions, and on larger locomotives and those Chapter 480-7-5 Labor Supp. 6/30/21 7-5-16 operating on steep grades, the height should be increased, if necessary, to compensate for change of water level on descending grades.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(11)</b>	Existing Installations. Water Level Indicators	11. All connections on the gage glass shall be not less than 1/2 in. pipe size.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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<b>480-7-5-.08 (1)(f)(11)</b>	Existing Installations. Water Level Indicators	Each water gage glass shall be fitted with a drain cock or valve having an unrestricted drain opening of not less than 1/4 in. diameter to facilitate cleaning.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(11)</b>	Existing Installations. Water Level Indicators	When the boiler operating pressure exceeds 100 psig, the glass shall be furnished with a connection to install a valved drain to the ash pit or other safe discharge point.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(12)</b>	Existing Installations. Water Level Indicators	12. Each water gage glass shall be equipped with a top and a bottom shutoff valve of such through-flow construction as to prevent stoppage by deposits of sediments.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(12)</b>	Existing Installations. Water Level Indicators	If the lowest valve is more than 7 ft. above the floor or platform from which it is operated, the operating mechanism shall indicate by its position whether the valve is open or closed.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(12)</b>	Existing Installations. Water Level Indicators	The pressure-temperature rating shall be at least equal to that of the lowest set pressure of any safety valve on the boiler drum and the corresponding saturated-steam temperature.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(12)</b>	Existing Installations. Water Level Indicators	Straight-run globe valves shall not be used on such connections.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(f)(12)</b>	Existing Installations. Water Level Indicators	Automatic shutoff valves, if permitted, shall conform to the requirements of Section I of the ASME Code.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(g)(1)</b>	Existing Installations. Water Columns	1. The water column shall be so mounted that it will maintain its correct position relative to the normal waterline under operating conditions.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(g)(2)</b>	Existing Installations. Water Columns	2. The minimum size of pipes connecting the water column to a boiler shall be 1 in.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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<b>480-7-5-.08 (1)(g)(2)</b>	Existing Installations. Water Columns	For pressures of 400 psig or over, lower water column connections to drums <b>shall</b> be provided with shields, sleeves, or other suitable means to reduce the effect of temperature differentials in the shells or heads. Water glass fittings or gage cocks may be connected directly to the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(g)(3)</b>	Existing Installations. Water Columns	3. The steam and water connections to a water column or a water gage glass <b>shall</b> be such that they are readily accessible for internal inspection and cleaning.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(g)(3)</b>	Existing Installations. Water Columns	Some acceptable methods of meeting this requirement are by providing a cross or fitting with a back outlet at each right-angle turn to permit inspection and cleaning in both directions, or by using pipe bends or fittings of a type which does not leave an internal shoulder or pocket in the pipe connection and with a radius of curvature which will permit the passage of a rotary cleaner. Screwed plug closures using threaded connections as allowed by Section I of the ASME Code are acceptable means of access for this inspection and cleaning. For boilers with all drum safety valves set at or above 400 psig, socket-welded plugs may be used for this purpose in lieu of screwed plugs. The water column <b>shall</b> be fitted with a connection for a drain cock or drain valve to install a pipe of at least 3/4 in. pipe size to the ash pit or other safe point of discharge.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(g)(3)</b>	Existing Installations. Water Columns	. If the water connection to the water column has a rising bend or pocket that cannot be drained by means of the water column drain, an additional drain <b>shall</b> be placed on this connection in order that it may be blown off to clear any sediment from the pipe.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(g)(4)</b>	Existing Installations. Water Columns	4. The design and material of a water column <b>shall</b> comply with the requirements of Section I of the ASME Code. Water columns made of cast iron in accordance with SA-278 may be used for maximum boiler pressures not exceeding 250 psig.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(g)(4)</b>	Existing Installations. Water Columns	Water columns made of ductile iron in accordance with SA-395 may be used for maximum boiler pressures not exceeding 350 psig. For higher pressures, steel construction <b>shall</b> be used.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (1)(g)(5)</b>	Existing Installations. Water Columns	5. Shutoff valves <b>shall</b> not be used in the pipe connections between a boiler and a water column or between a boiler and the shutoff valves required for the gage glass unless they are either outside-screw-and-yoke or lever-lifting-type gate valves or stopcocks with lever permanently fastened thereto and marked in line with their passage, or of such other through-flow construction as to prevent stoppage by deposits of sediment, and indicate by the position of the operating mechanisms whether they are in open or closed position.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(g)(5)</b>	Existing Installations. Water Columns	Such valves or cocks <b>shall</b> be locked or sealed open.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(g)(5)</b>	Existing Installations. Water Columns	Where stopcocks are used, they <b>shall</b> be of a type with the plug held in place by a guard or gland.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(g)(6)</b>	Existing Installations. Water Columns	6. No outlet connections, except for control devices (such as damper regulators and feedwater regulators), drains, steam gages, or apparatus of such form as do not permit the escape of an appreciable amount of steam or water therefrom, <b>shall</b> be placed on the pipes connecting a water column or gage glass to a boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(h)(1)</b>	Existing Installations. Gage Glass Connections	1. Gage glasses and gage cocks that are not connected directly to a shell or drum of the boiler <b>shall</b> be connected by one of the following methods:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(h)(1)(i)</b>	Existing Installations. Gage Glass Connections	(i) The water gage glass or glasses and gage cocks <b>shall</b> be connected to an intervening water column.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(h)(1)(l)</b>	Existing Installations. Gage Glass Connections	l. the lower edge of the steam connection to a water column or gage glass in the boiler <b>shall</b> not be below the highest visible water level in the water gage glass.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(h)(1)(l)</b>	Existing Installations. Gage Glass Connections	There <b>shall</b> be no sag or offset in the piping which will permit the accumulation of water; and	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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			<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-5-.08 (1)(h)(1)(II)</b>	Existing Installations. Gage Glass Connections	II. the upper edge of the water connection to a water column or gage glass and the boiler shall not be above the lowest visible water level in the gage glass.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(h)(1)(II)</b>	Existing Installations. Gage Glass Connections	No part of this pipe connection shall be above the point of connection at the water column.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	1. Each boiler shall have a pressure gage so located that it is easily readable.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	The pressure gage shall be installed so that	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	it shall at all times indicate the pressure in the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	Each steam boiler shall have the pressure gage connected to the steam space or to the water column or its steam connection.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	A valve or cock shall be placed in the gage connection adjacent to the gage. An additional valve or cock may be located near the boiler, provided it is locked or sealed in the open position.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	The pipe connection shall be of ample size and arranged so that it may be cleared by blowing out.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	For a steam boiler, the gage or connection shall contain a siphon or equivalent device that will develop and maintain a water seal that will prevent steam from entering the gage tube.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	Pressure gage connections shall be suitable for the maximum allowable working pressure and temperature,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	but if the temperature exceeds 406°F, brass or copper pipe or tubing shall not be used.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	The connections to the boiler, except the siphon (if used), shall not be less than 1/4 in. inside diameter standard pipe size;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	but where steel or wrought iron pipe or tubing is used, they shall not be less than 1/2 in.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	The minimum size of a siphon (if used) shall be 1/4 in. inside diameter.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(1)</b>	Existing Installations. Gage Glass Connections	The dial of the pressure gage shall be graduated to approximately double the pressure at which the safety valve is set, but in no case to less than 1-1/2 times this pressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(2)</b>	Existing Installations. Gage Glass Connections	2. Each forced-flow steam generator with no fixed steam and waterline shall be equipped with pressure gages or other pressure-measuring devices located as follows:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(i)(3)</b>		3. Each high-temperature water boiler shall have a temperature gage so located and	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.08 (1)(i)(3)	Existing Installations. Gage Glass Connections	connected that it shall be easily readable.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(i)(3)	Existing Installations. Gage Glass Connections	The temperature gage shall be installed so that it indicates the temperature in degrees Fahrenheit of the water in the boiler at or near the outlet connection at all times.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(j)(1)	Existing Installations. Stop Valves	1. Each steam outlet from a boiler (except safety valve and water column connections) shall be fitted with a stop valve located as close as practicable to the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(j)(2)	Existing Installations. Stop Valves	2. When a stop valve is so located that water can accumulate, ample drains shall be provided.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(j)(2)	Existing Installations. Stop Valves	The drainage shall be piped to a safe location and	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(j)(2)	Existing Installations. Stop Valves	shall not be discharged on the top of the boiler or its setting.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(j)(3)	Existing Installations. Stop Valves	3. When boilers provided with manholes are connected to a common steam main, the steam piping connected from each boiler shall be fitted with two stop valves having an ample free blow drain between them. The discharge of the drain shall be visible to the operator while manipulating the valves and shall be piped clear of the boiler setting. The stop valves shall preferably consist of one automatic non-return valve (set next to the boiler) and a second valve of the outside-screw-and-yoke type.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (1)(j)(2)	Existing Installations. Stop Valves	3. When boilers provided with manholes are connected to a common steam main, the steam piping connected from each boiler shall be fitted with two stop valves having an ample free blow drain between them. The discharge of the drain shall be visible to the operator while manipulating the valves and	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (1)(j)(2)</b>	Existing Installations. Stop Valves	<b>shall</b> be piped clear of the boiler setting.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(j)(2)</b>	Existing Installations. Stop Valves	The stop valves <b>shall</b> preferably consist of one automatic non-return valve (set next to the boiler) and a second valve of the outside-screw-and-yoke type.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(k)(1)</b>	Existing Installations. Blowoff Piping	1. A blowoff as required herein is defined as a pipe connection provided with valves located in the external piping through which the water in the boiler may be blown out under pressure, excepting drains such as are used on water columns, gage glasses or piping to feedwater regulators, etc., used for the purpose of determining the operating conditions of such equipment. Piping connections used primarily for continuous operation, such as deconcentrators on continuous blowdown systems, are not classed as blowoffs, but the pipe connections and all fittings up to and including the first shutoff valve <b>shall</b> be equal at least to the pressure requirements for the lowest set pressure of any safety valve on the boiler drum and with the corresponding saturated-steam temperature.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(k)(2)</b>	Existing Installations. Blowoff Piping	2. A surface blowoff <b>shall</b> not exceed 2-1/2 in. pipe size, and the internal pipe and the terminal connection for the external pipe, when used,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(k)(2)</b>	Existing Installations. Blowoff Piping	<b>shall</b> form a continuous passage, but with clearance between their ends and arranged so that the removal of either will not disturb the other.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(k)(2)</b>	Existing Installations. Blowoff Piping	A properly designed steel bushing, similar to or the equivalent of those shown in Fig. PG-59.1 of Section I of the ASME Code, or a flanged connection <b>shall</b> be used.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(k)(3)</b>	Existing Installations. Blowoff Piping	3. Each boiler, except forced-flow steam generators with no fixed steam and waterline and high-temperature water boilers, <b>shall</b> have a bottom blowoff outlet in direct connection with the lowest water space practicable for external piping conforming to PG-58.3.6 of Section I of the ASME Code.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (1)(k)(4)</b>	Existing Installations. Blowoff Piping	4. All water walls and water screens that do not drain back into the boiler and all integral economizers shall be equipped with outlet connections for a blowoff or drain line and conform to the requirements of PG-58.3.6 or PG-58.3.7 of the ASME Code.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(k)(5)</b>	Existing Installations. Blowoff Piping	5. Except as permitted for miniature boilers, the minimum size of pipe and fittings shall be 1 in.,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(k)(5)</b>	Existing Installations. Blowoff Piping	and the maximum size shall be 2-1/2 in., except that for boilers with 100 sq. ft. of heating surface or less, the minimum size of pipe and fittings may be 3/4 in.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(k)(6)</b>	Existing Installations. Blowoff Piping	6. Condensate return connections of the same size or larger than the size herein specified may be used, and the blowoff may be connected to them. In such cases, the blowoff shall be so located that the connection may be completely drained.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(k)(7)</b>	Existing Installations. Blowoff Piping	7. A bottom blowoff pipe, when exposed to direct furnace heat, shall be protected by firebrick or other heat-resisting material that is so arranged that the pipe may be inspected.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(k)(8)</b>	Existing Installations. Blowoff Piping	8. An opening in the boiler setting for a blowoff pipe shall be arranged to provide free expansion and contraction.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (1)(l)</b>	Existing Installations. Repairs	Whenever repairs are made to fittings or appliances or it becomes necessary to replace them, the work shall comply with the requirements for new installations.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(a)</b>	Existing Installations. Heating Boilers	Standard Boilers - The maximum allowable working pressure of standard boilers shall in no case exceed the pressure indicated by the manufacturer's identification stamped or cast on the boiler or on a plate secured to it.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(b)</b>	Existing Installations. Heating Boilers	(b) Nonstandard Riveted Boilers - The maximum allowable working pressure on the shell of a nonstandard riveted heating boiler shall be determined in accordance with Rule 165- X-4-.08(1)(c)	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.08 (2)(b)	Existing Installations. Heating Boilers	except that in no case shall the maximum allowable working pressure of a steam-heating boiler exceed 15 psig, or a hot water boiler exceed 160 psig or 250°F temperature.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (2)(c)	Existing Installations. Heating Boilers	(c) Nonstandard Welded Boilers - The maximum allowable working pressure of a nonstandard steel or wrought iron heating boiler of welded construction shall not exceed 15 psig for steam.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (2)(c)	Existing Installations. Heating Boilers	For other than steam service, the maximum allowable working pressure shall be calculated in accordance with Section IV of the ASME Code,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (2)(c)	Existing Installations. Heating Boilers	but in no case shall it exceed 30 psig.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (2)(d)(1)	Existing Installations. Non-Standard Cast Iron Boilers	1. The maximum allowable working pressure of a nonstandard boiler composed principally of cast iron shall not exceed 15 psig for steam service or 30 psig for hot water service.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (2)(d)(2)	Existing Installations. Non-Standard Cast Iron Boilers	2. The maximum allowable working pressure of a nonstandard boiler having cast-iron shell or heads and steel or wrought-iron tubes shall not exceed 15 psig for steam service or 30 psig for hot water service.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (2)(e)	Existing Installations. Potable Water Heaters	(e) Potable Water Heaters - A potable water heater shall not be installed or used at pressures exceeding 160 psig or water temperatures exceeding 210°F. Water heaters may not be used to simultaneously provide potable hot water and space heat in combination.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (2)(f)(1)	Existing Installations. Safety Valves	1. Each steam boiler shall have one or more ASME/NB-stamped and certified safety valves of the spring pop-type adjusted and sealed to discharge at a pressure not to exceed 15 psig.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (2)(f)(1)	Existing Installations. Safety Valves	Seals shall be attached in a manner to prevent the valve from being disassembled without breaking the seal.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (2)(f)(1)</b>	Existing Installations. Safety Valves	The safety valves <b>shall</b> be arranged so that they cannot be reset to relieve at a higher pressure than the maximum allowable working pressure on the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(1)</b>	Existing Installations. Safety Valves	A body drain connection below sea level <b>shall</b> be provided by the manufacturer, and this drain shall not be plugged during or after field inspection.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(1)</b>	Existing Installations. Safety Valves	For valves exceeding 2-1/2 in. pipe size, the drain hole or holes <b>shall</b> be tapped not less than 3/8 in. pipe size.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(1)</b>	Existing Installations. Safety Valves	For valves 2-1/2 in. in pipe size and smaller, the drain hole <b>shall</b> not be less than 1/4 in. in diameter.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(2)</b>	Existing Installations. Safety Valves	2. No safety valve for a steam boiler <b>shall</b> be smaller than 1/2 in.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(2)</b>	Existing Installations. Safety Valves	No safety valve <b>shall</b> be larger than 4-1/2 in.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(2)</b>	Existing Installations. Safety Valves	The inlet opening <b>shall</b> have an inside diameter equal to, or greater than, the seat diameter.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(3)</b>	Existing Installations. Safety Valves	3. The minimum relieving capacity of the valve or valves <b>shall</b> be governed by the capacity marking on the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(4)</b>	Existing Installations. Safety Valves	4. The minimum valve capacity in pounds per hour <b>shall</b> be the greater of that determined by dividing the maximum BTU output at the boiler nozzle obtained by the firing of any fuel for which the unit is installed by 1,000,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (2)(f)(4)</b>	Existing Installations. Safety Valves	or <b>shall</b> be determined on the basis of the pounds of steam generated per hour per square foot of boiler heating surface, as given in Table I.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(4)</b>	Existing Installations. Safety Valves	In many cases, a greater relieving capacity of valves than the minimum specified by these rules will have to be provided. In every case, the requirements of Rule 165–X-4-.08(2)(f)5. <b>shall</b> be met.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(4)(ii)</b>	Existing Installations. Safety Valves	(ii) The minimum safety valve or safety relief valve relieving capacity for electric boilers <b>shall</b> be 3-1/2 pounds per hour per kilowatt input.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(5)</b>	Existing Installations. Safety Valves	5. The safety valve capacity for each steam boiler <b>shall</b> be such that, with the fuel burning equipment installed and operating at maximum capacity, the pressure cannot rise more than 5 psig above the maximum allowable working pressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(6)</b>	Existing Installations. Safety Valves	6. When operating conditions are changed, or additional boiler heating surface is installed, the valve capacity <b>shall</b> be increased, if necessary, to meet the new conditions and be in accordance with Rule 165–X-4-.08(2)(f)5. When additional valves are required, they may be installed on the outlet piping, provided there is no intervening valve.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(7)</b>	Existing Installations. Safety Valves	7. If there is any doubt as to the capacity of the safety valve, an accumulation test <b>shall</b> be run (see ASME Code, Section VI, Recommended Rules for Care and Operation of Heating Boilers).	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(8)</b>	Existing Installations. Safety Valves	THE DISCHARGE PIPE SHALL BE AT LEAST FULL SIZE AND BE FITTED WITH AN OPEN DRAIN TO PREVENT WATER LODGING IN THE UPPER PART OF THE SAFETY VALVE OR IN THE DISCHARGE PIPE. When an elbow is placed on the safety valve discharge pipe, it shall be located close to the safety valve outlet or the discharge pipe shall be securely anchored and supported. All safety valve discharges shall be so located or piped so as to not endanger persons working in the area.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(8)</b>	Existing Installations. Safety Valves	8. No valve of any description shall be placed between the safety valve and the boiler, nor on the discharge pipe between the safety valve and the atmosphere.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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		THE DISCHARGE PIPE <b>SHALL</b> BE AT LEAST FULL SIZE AND BE FITTED WITH AN OPEN DRAIN TO PREVENT WATER LODGING IN THE UPPER PART OF THE SAFETY VALVE OR IN THE DISCHARGE PIPE.	<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-5-.08 (2)(f)(8)</b>	Existing Installations. Safety Valves	When an elbow is placed on the safety valve discharge pipe, it <b>shall</b> be located close to the safety valve outlet	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-5-.08 (2)(f)(8)</b>	Existing Installations. Safety Valves	or the discharge pipe <b>shall</b> be securely anchored and supported.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(f)(8)</b>	Existing Installations. Safety Valves	All safety valve discharges <b>shall</b> be so located or piped so as to not endanger persons working in the area.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(1)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	1. Each hot water heating and hot water supply boiler <b>shall</b> have at least one ASME/NB-stamped and certified safety relief valve set to relieve at or below the maximum allowable working pressure of the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(1)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	Each hot water supply boiler <b>shall</b> have at least one ASME/NB-stamped and certified safety relief valve of the automatic reseating type set to relieve at or below maximum allowable working pressure of the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(1)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	Safety relief valves ASME/NB-stamped and certified as to capacity <b>shall</b> have pop action when tested by steam.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(1)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	When more than one safety relief valve is used on either a hot water heating or hot water supply boiler, the additional valve or valves <b>shall</b> be ASME/NB-stamped and certified and may be set within a range not to exceed 6 psig above the maximum allowable working pressure of the boiler, up to and including 60 psig and five (5) percent for those having a maximum allowable working pressure exceeding 60 psig.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (2)(g)(1)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	Safety relief valves <b>shall</b> be spring-loaded.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(1)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	Safety relief valves <b>shall</b> be so arranged that they cannot be reset at a higher pressure than the maximum permitted by this paragraph.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(2)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	2. No materials liable to fail due to deterioration or vulcanization when subject to saturated steam temperature corresponding to capacity test pressure <b>shall</b> be used for any part.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(3)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	3. No safety relief valve <b>shall</b> be smaller than 3/4 in. nor larger than 4-1/2 in. standard pipe size, except that boilers having a heat input not greater than 15,000 BTU per hour may be equipped with a safety relief valve of 1/2 in. standard pipe size.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(3)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	The inlet opening <b>shall</b> have an inside diameter approximately equal to, or greater than, the seat diameter.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(3)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	In no case <b>shall</b> the minimum opening through any part of the valve be less than 1/4 in. in diameter or its equivalent area.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(4)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	4. The required steam-relieving capacity, in pounds per hour, of the pressure relieving device or devices on a boiler <b>shall</b> be the greater of that determined by dividing the maximum output in BTU at the boiler nozzle obtained by the firing of any fuel for which the unit is installed by 1,000,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(4)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	or <b>shall</b> be determined on the basis of pounds of steam generated per hour per square foot of boiler heating surface as given in Table I.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(4)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	In many cases, a greater relieving capacity of valves will have to be provided than the minimum specified by these rules. In every case, the requirements of Rule 165-X-4-.08(2)(g)6. <b>shall</b> be met.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (2)(g)(5)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	5. When operating conditions are changed or additional boiler heating surface is installed, the valve capacity <b>shall</b> be increased, if necessary, to meet the new conditions	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(5)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	and <b>shall</b> be in accordance with Rule 165– X-4-.08(2)(g)6. The additional valves required, on account of changed conditions, may be installed on the outlet piping, provided there is no intervening valve.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(6)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	6. Safety relief valve capacity for each boiler <b>shall</b> be such that, with the fuel burning equipment installed and operated at maximum capacity, the pressure cannot rise more than ten (10) percent above the maximum allowable working pressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(6)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	When more than one safety relief valve is used, the over-pressure <b>shall</b> be limited to ten (10) percent above the set pressure of the highest set valve allowed by Rule 165– X-4-.08(2)(f)1.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(7)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	7. If there is any doubt as to the capacity of the safety relief valve, an accumulation test <b>shall</b> be run (see ASME Code, Section VI, Recommended Rules for Care and Operation of Heating Boilers).	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(8)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	8. No valve of any description <b>shall</b> be placed between the safety relief valve and the boiler, nor on the discharge pipe between the safety relief valve and the atmosphere.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(8)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	THE DISCHARGE PIPE <b>SHALL</b> BE NOT LESS THAN THE DIAMETER OF THE SAFETY RELIEF VALVE OUTLET AND FITTED WITH AN OPEN DRAIN TO PREVENT WATER LODGING IN THE UPPER PART OF THE SAFETY RELIEF VALVE OR IN THE DISCHARGE PIPE.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(8)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	When an elbow is placed on the safety relief valve or the discharge pipe, it <b>shall</b> be located close to the safety relief valve outlet,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(g)(8)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	or the discharge pipe <b>shall</b> be securely anchored and supported.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (2)(g)(8)</b>	Existing Installations. Safety Valve Requirements for Hot Water Heating and Hot Water Supply Boilers	All safety relief valve discharges shall be so located or piped so as to not endanger persons working in the area.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(h)(1)</b>	Existing Installations. Steam Gages	1. Each steam boiler shall have a steam gage or a compound steam gage connected to its steam space or to its water column or steam connection.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(h)(1)</b>	Existing Installations. Steam Gages	The gage or connection shall contain a siphon or equivalent device that will develop and maintain a water seal that will prevent steam from entering the gage tube.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(h)(1)</b>	Existing Installations. Steam Gages	The connection shall be so arranged that the gage cannot be shut off from the boiler except by a cock placed in the pipe at the gage and provided with a tee or lever handle arranged to be parallel to the pipe in which it is located when the cock is open.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(h)(1)</b>	Existing Installations. Steam Gages	The connections to the boiler shall be not less than 1/4 in. standard pipe size, but where steel or wrought iron pipe or tubing is used,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(h)(1)</b>	Existing Installations. Steam Gages	they shall be not less than 1/2 in. standard pipe size. The minimum size of a siphon, if used, shall be 1/4 in. inside diameter. Ferrous and nonferrous tubing having inside diameters at least equal to that of standard pipe sizes listed above may be substituted for pipe.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(h)(1)</b>	Existing Installations. Steam Gages	The minimum size of a siphon, if used, shall be 1/4 in. inside diameter. Ferrous and nonferrous tubing having inside diameters at least equal to that of standard pipe sizes listed above may be substituted for pipe.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(h)(2)</b>	Existing Installations. Steam Gages	2. The scale on the dial of a steam boiler gage shall be graduated to not less than 30 psig nor more than 60 psig.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(h)(2)</b>	Existing Installations. Steam Gages	. The travel of the pointer from 0 to 30 psig pressure shall be at least 3 in.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (2)(i)(1)</b>	Existing Installations. Pressure or Altitude Gages and Thermometers	1. Each hot water boiler <b>shall</b> have a pressure or altitude gage connected to it or to its flow connection in such a manner that it cannot be shut off from the boiler except by a cock with tee or lever handle placed on the pipe near the gage.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(i)(1)</b>	Existing Installations. Pressure or Altitude Gages and Thermometers	The handle of the cock <b>shall</b> be parallel to the pipe in which it is located when the cock is open.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(i)(2)</b>	Existing Installations. Pressure or Altitude Gages and Thermometers	2. The scale on the dial of the pressure or altitude gage <b>shall</b> be graduated approximately to not less than 1-1/2 nor more than three (3) times the pressure at which the safety relief valve is set.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(i)(3)</b>	Existing Installations. Pressure or Altitude Gages and Thermometers	3. Piping or tubing for pressure or altitude-gage connections <b>shall</b> be of nonferrous metal when smaller than 1 in. pipe size.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(i)(4)</b>	Existing Installations. Pressure or Altitude Gages and Thermometers	4. Each hot water boiler <b>shall</b> have a thermometer so located and connected that	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(i)(4)</b>	Existing Installations. Pressure or Altitude Gages and Thermometers	it <b>shall</b> be easily readable when observing the water pressure or altitude.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(i)(4)</b>	Existing Installations. Pressure or Altitude Gages and Thermometers	The thermometer <b>shall</b> be so located that	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(i)(4)</b>	Existing Installations. Pressure or Altitude Gages and Thermometers	it <b>shall</b> at all times indicate the temperature in degrees Fahrenheit of the water in the boiler at or near the outlet.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(1)</b>	Existing Installations. Water Gage Glasses	1. Each steam boiler <b>shall</b> have one or more water gage glasses attached to the water column or boiler by means of valved fittings not less than 1/2 in. pipe size, with the lower fitting provided with a drain valve of a type having an	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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		unrestricted drain opening not less than 1/4 in. in diameter to facilitate cleaning.		
<b>480-7-5-.08 (2)(j)(1)</b>	Existing Installations. Water Gage Glasses	Gage glass replacement <b>shall</b> be possible under pressure. Water glass fittings may be attached directly to a boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(3)</b>	Existing Installations. Water Gage Glasses	3. The lowest visible part of the water gage glass <b>shall</b> be at least 1 in. above the lowest permissible water level recommended by the boiler manufacturer.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(3)</b>	Existing Installations. Water Gage Glasses	With the boiler operating at this lowest permissible water level, there <b>shall</b> be no danger of overheating any part of the boiler.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(4)</b>	Existing Installations. Water Gage Glasses	4. Each boiler <b>shall</b> be provided at the time of manufacture with a permanent marker indicating the lowest permissible water level.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(4)</b>	Existing Installations. Water Gage Glasses	The marker <b>shall</b> be stamped, etched, or cast in metal;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(4)</b>	Existing Installations. Water Gage Glasses	or it <b>shall</b> be a metallic plate attached by rivets, screws, or welding;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(4)</b>	Existing Installations. Water Gage Glasses	or it <b>shall</b> consist of material with documented tests showing its suitability as a permanent marking for the application.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(4)</b>	Existing Installations. Water Gage Glasses	This marker <b>shall</b> be visible at all times. Where the boiler is shipped with a jacket, this marker may be located on the jacket.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (2)(j)(5)</b>	Existing Installations. Water Gage Glasses	5. In electric boilers of the submerged electrode type, the water gage glass shall be so located to indicate the water levels both at startup and under maximum steam load conditions, as established by the manufacturer.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(6)</b>	Existing Installations. Water Gage Glasses	6. In electric boilers of the resistance heating element type, the lowest visible part of the water gage glass shall not be below the top of the electric resistance heating element.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(6)</b>	Existing Installations. Water Gage Glasses	Each boiler of this type shall also be equipped with an automatic low-water electrical power cutoff so located as to automatically cut off the power supply before the surface of the water falls below the top of the electrical resistance heating elements.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(j)(7)</b>	Existing Installations. Water Gage Glasses	7. Tubular water glasses on electric boilers having a normal water content not exceeding 100 gal. shall be equipped with a protective shield.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(1)</b>	Existing Installations. Stop Valves	1. When a stop valve is used in the supply pipe connection of a single steam boiler, there shall be one used in the return pipe connection.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(2)</b>	Existing Installations. Stop Valves	2. Stop valves in single hot water heating boilers shall be located at an accessible point in the supply and return pipe connections, as near the boiler nozzle as is convenient and practicable, to permit draining the boiler without emptying the system.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(4)</b>	Existing Installations. Stop Valves	4. A stop valve shall be used in each supply and return pipe connection of two or more boilers connected to a common system.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(5)</b>	Existing Installations. Stop Valves	5. All valves or cocks shall conform to the applicable portions of HF-203 of Section IV of the ASME Code and may be ferrous or nonferrous.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(6)</b>	Existing Installations. Stop Valves	6. The minimum pressure rating of all valves or cocks shall be at least equal to the pressure stamped upon the boiler,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (2)(k)(6)</b>	Existing Installations. Stop Valves	and the temperature rating of such valves or cocks, including all internal components, shall be not less than 250°F.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(7)</b>	Existing Installations. Stop Valves	7. Valves or cocks shall be flanged, threaded, or have ends suitable for welding or brazing.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(8)</b>	Existing Installations. Stop Valves	8. All valves or cocks with stems or spindles shall have adjustable pressure-type packing glands	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(8)</b>	Existing Installations. Stop Valves	and, in addition, all plug-type cocks shall be equipped with a guard or gland.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(8)</b>	Existing Installations. Stop Valves	The plug or other operating mechanism shall be distinctly marked in line with the passage to indicate whether it is opened or closed.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(9)</b>	Existing Installations. Stop Valves	9. All valves or cocks shall have tight closure when under boiler pressure test.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(k)(10)</b>	Existing Installations. Stop Valves	10. When stop valves are used, they shall be properly designated by fastening them with tags of metal or other durable material.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(l)(1)</b>	Existing Installations. Feedwater Connections	1. Feedwater, makeup water, or water treatment shall be introduced into a boiler through the return piping system. Alternatively, makeup water or water treatment may be introduced through an independent connection.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(l)(1)</b>	Existing Installations. Feedwater Connections	The water flow from the independent connection shall not discharge directly against parts of the boiler exposed to direct radiant heat from the fire.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (2)(l)(1)</b>	Existing Installations. Feedwater Connections	Makeup water or water treatment <b>shall not</b> be introduced through openings or connections provided for inspection or cleaning, safety valves, safety relief valves, blowoffs, water columns, water gage glass, pressure gages, or temperature gages.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(l)(2)</b>	Existing Installations. Feedwater Connections	2. The makeup water pipe <b>shall</b> be provided with a check valve near the boiler and a stop valve or cock between the check valve and the boiler or between the check valve and the return pipe system.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(m)(1)</b>	Existing Installations. Water Column and Water Level Control Pipes	1. The minimum size of ferrous or nonferrous pipes connecting a water column to a steam boiler <b>shall</b> be 1 in.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(m)(1)</b>	Existing Installations. Water Column and Water Level Control Pipes	No outlet connections, except for damper regulator, feedwater regulator, steam gages, or apparatus which do not permit the escape of any steam or water, except for manually operated blowdowns, <b>shall</b> be attached to a water column or the piping connecting a water column to a boiler (see HG-705 of Section IV of the ASME Code for introduction of feedwater into a boiler).	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(m)(1)</b>	Existing Installations. Water Column and Water Level Control Pipes	If the water column, gage glass, low-water fuel cutoff, or other water level control device is connected to the boiler by pipe and fittings, no shutoff valves of any type <b>shall</b> be placed in such pipe, and a cross or equivalent fitting to which a drain valve	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(m)(1)</b>	Existing Installations. Water Column and Water Level Control Pipes	and piping may be attached <b>shall</b> be placed in the water piping connection at every right-angle turn to facilitate cleaning. The water column drain pipe and valve shall be not less than 3/4 in. pipe size.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(m)(1)</b>	Existing Installations. Water Column and Water Level Control Pipes	The water column drain pipe and valve <b>shall</b> be not less than 3/4 in. pipe size.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(m)(2)</b>	Existing Installations. Water Column and Water Level Control Pipes	2. The steam connections to the water column of a horizontal firetube wrought-iron boiler <b>shall</b> be taken from the top of the shell or the upper part of the head,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(m)(2)</b>	Existing Installations. Water Column and Water Level Control Pipes	and the water connection <b>shall</b> be taken from a point not above the center line of the shell.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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			<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-5-.08 (2)(m)(2)</b>	Existing Installations. Water Column and Water Level Control Pipes	For a cast-iron boiler, the steam connection to the water column <b>shall</b> be taken from the top of an end section or the top of the steam header,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(m)(2)</b>	Existing Installations. Water Column and Water Level Control Pipes	and the water connection <b>shall</b> be made on an end section not less than 6 in. below the bottom connection to the water gage glass.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(n)</b>	Existing Installations. Return Pump	(n) Return Pump - Each boiler equipped with a condensate return pump <b>shall</b> be provided with a water level control arranged to automatically maintain the water level in the boiler within the range of the gage glass.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (2)(o)</b>	Existing Installations. Repairs and Renewals of Fittings and Appliances	(o) Repairs and Renewals of Fittings and Appliances - Whenever repairs are made to fittings or appliances or it becomes necessary to replace them, the repairs <b>must</b> comply with Section IV of the ASME Code for new construction.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(a)</b>	Pressure Vessels-MAWP for Standard Pressure Vessels	(a) Maximum Allowable Working Pressure for Standard Pressure Vessels - The maximum allowable working pressure for standard pressure vessels <b>shall</b> be determined in accordance with the applicable provisions of the edition of the ASME Code or the API-ASME Code under which they were constructed and stamped.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(b)(1)</b>	Pressure Vessels-MAWP for Nonstandard Pressure Vessels	1. The maximum allowable working pressure of a nonstandard pressure vessel <b>shall</b> be determined by the strength of the weakest course computed from the thickness of the plate, the tensile strength of the plate, the efficiency of the longitudinal joint, the inside diameter of the course, and the factor of safety set by these rules. (i) (TS)(t)(E) ----- = maximum allowable working pressure, psig (R)(FS) where: TS = specified minimum tensile strength of shell plate material, psi (When the tensile strength of carbon steel plate is not known, it may be taken as 55,000 psi for temperatures not exceeding 650°F. For other materials, use the lowest stress values for that material from Section VIII of the ASME Code.) t = minimum thickness of shell plate of weakest course, inches E= efficiency of longitudinal joint, depending upon construction Use the following values: for riveted joints - calculated riveted efficiency; for fusion-welded and	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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		brazed joints: Percent Single lap weld 40 Double lap weld 50 Single butt weld 60 Double butt weld 70 Forge weld 70 Brazed steel 80 R = inside radius of weakest course of shell in inches, provided the thickness does not exceed ten (10) percent of the radius.		
<b>480-7-5-.08 (3)(b)(1)</b>	Pressure Vessels-MAWP for Nonstandard Pressure Vessels	If the thickness is over ten (10) percent of the radius, the outer radius shall be used.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(b)(2)</b>	Pressure Vessels-MAWP for Nonstandard Pressure Vessels	2. The minimum factor of safety shall in no case be less than 5.0 for existing installations.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(b)(2)</b>	Pressure Vessels-MAWP for Nonstandard Pressure Vessels	The working pressure shall be decreased when deemed necessary by the inspector to ensure the operation of the vessel within safe limits. The condition of the vessel and the particular service to which it is subject will be the determining factors.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(b)(3)</b>	Pressure Vessels-MAWP for Nonstandard Pressure Vessels	3. The maximum allowable working pressure permitted for formed heads under pressure shall be determined by using the appropriate formulas from ASME Code Section VIII, Division 1, and the tensile strength and factors of safety given in Rules 165-X-4-.08(3)(a), (b)1., and (b)2.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(b)(4)</b>	Pressure Vessels-MAWP for Nonstandard Pressure Vessels	4. The maximum allowable working pressure for nonstandard pressure vessels subjected to external pressure shall be determined by the rules of Section VIII, Division 1, of the ASME Code.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(c)</b>	Pressure Vessels - Formulas	(c) Formulas - Pressure vessels that are not ASME Code-stamped but are constructed of known materials and designed and constructed in accordance with sound engineering standards, formulas, and practices that provide safety equivalent to the intent of the Code shall be calculated on the same basis as used in the original design.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(d)</b>	Pressure Vessels – Inspection of Inaccessible Parts	(d) Inspection of Inaccessible Parts - Where, in the opinion of the inspector, as the result of conditions disclosed at the time of inspection, it may be necessary to remove interior or exterior lining, covering, or brickwork to expose certain parts of the vessel not normally visible, the owner or user shall remove such material to permit proper inspection and to determine remaining thickness.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.08 (3)(e)	Pressure Vessels – Overpressure Protection	(e) Overpressure Protection - Each pressure vessel shall be provided with pressure relief devices that are ASME/NB-stamped and certified or with indicating and controlling devices as necessary to protect against overpressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(e)	Pressure Vessels – Overpressure Protection	These devices shall be so constructed, located, and installed that they cannot readily be rendered inoperative.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(e)	Pressure Vessels – Overpressure Protection	The relieving capacity of such pressure relief devices shall be adequate to prevent a rise in pressure in the vessel of more than ten (10) percent or 3 psig, whichever is greater, above the maximum allowable working pressure,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(e)	Pressure Vessels – Overpressure Protection	except when multiple relieving devices are provided, they shall prevent the pressure from rising more than sixteen (16) percent or 4 psig, whichever is greater, above the maximum allowable working pressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(e)	Pressure Vessels – Overpressure Protection	When multiple pressure relieving devices are provided, at least one device shall be set at or below the maximum allowable working pressure,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(e)	Pressure Vessels – Overpressure Protection	and the additional devices shall be set no higher than 105 percent of the maximum allowable working pressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(e)	Pressure Vessels – Overpressure Protection	Where an additional hazard is involved due to fire or other unexpected sources of external heat, the pressure relief devices shall meet the requirements of ASME Code Section VIII, Division 1, Paragraph UG-125, or Division 2, Paragraph AR-130, whichever is applicable.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(f)	Pressure Vessels - Repairs and Renewals of Fittings and Appliances	(f) Repairs and Renewals of Fittings and Appliances - Whenever repairs are made to fittings and appliances or it becomes necessary to replace them, the work must comply with the requirements for new installations.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g)	LCDSVs General Requirements Location	LCDSVs should be installed in an unenclosed area whenever possible. LCDSVs that do not meet all criteria for an unenclosed area shall be considered an enclosed area installation.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.08 (3)(g)	LCDSVs General Requirements Location	An unenclosed area: A. Shall be outdoors	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g)	LCDSVs General Requirements Location	B. Shall be above grade	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g)	LCDSVs General Requirements Location	C. Shall not obstruct more than three sides of the perimeter with supports and walls.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g)	LCDSVs General Requirements Location	At least 25% of the perimeter area as calculated from the maximum height of the storage container shall be open to atmosphere	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g)	LCDSVs General Requirements Location	and openings shall be in direct conveyance with ground level.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g)(A)	LCDSVs General Requirements (Enclosed and Unenclosed Areas)	A. LCDSVs shall not be located within 10 feet (3050 mm) of elevators, unprotected platform ledges or other areas where falling would result in dropping distances exceeding half the container height.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g)(B)	LCDSVs General Requirements (Enclosed and Unenclosed Areas)	B. LCDSVs shall have sufficient clearance for filling, operation, maintenance, inspection and replacement.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g)(C)	LCDSVs General Requirements (Enclosed and Unenclosed Areas)	C. Orientation of nozzles and attachments shall be such that sufficient clearance between the nozzles, attachments, and the surrounding structures is maintained during the installation, the attachment of associated piping, and operation.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g)(D)	LCDSVs General Requirements (Enclosed and Unenclosed Areas)	D. LCDSVs shall not be located on roofs.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (3)(g)(E)</b>	LCDSVs General Requirements (Enclosed and Unenclosed Areas)	E. LCDSVs <b>shall</b> be safely supported.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g)(E)</b>	LCDSVs General Requirements (Enclosed and Unenclosed Areas)	Vessel supports, foundations and settings <b>shall</b> be in accordance with jurisdictional requirements, manufacturer recommendations and/or other industry standards as applicable.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g)(F)</b>	LCDSVs General Requirements (Enclosed and Unenclosed Areas)	F. LCDSVs <b>shall</b> not be located within 36 inches of electrical panels.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g)(G)</b>	LCDSVs General Requirements (Enclosed and Unenclosed Areas)	G. LCDSVs located outdoors in areas in the vicinity of vehicular traffic <b>shall</b> be guarded to prevent accidental impact by vehicles.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g)(G)</b>	LCDSVs General Requirements (Enclosed and Unenclosed Areas)	The guards or bollards <b>shall</b> be installed in accordance with local building codes or to a national recognized standard when no local building code exists.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g)(H)</b>	LCDSVs General Requirements (Enclosed and Unenclosed Areas)	H. LCDSVs <b>shall</b> be equipped with isolation valves in accordance with paragraph NBIC Part 1.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	LCDSVs LOCATED IN ENCLOSED AREAS (a) LCDSVs utilizing remote fill connections	1. <b>Shall</b> be equipped with a gas detection system installed in accordance with NBIC Part 1.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	LCDSVs LOCATED IN ENCLOSED AREAS (a) LCDSVs utilizing remote fill connections	2. <b>Shall</b> have signage posted in accordance with NBIC Part 1.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	LCDSVs LOCATED IN ENCLOSED AREAS (a) LCDSVs utilizing remote fill connections	3. <b>Shall</b> be equipped with fill boxes; fill lines and safety relief/vent valve circuits installed in accordance with NBIC Part 1.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.08 (3)(g) (LCDSVs)	LCDSVs LOCATED IN ENCLOSED AREAS b. Portable LCDSVs with no permanent remote fill connection:	Warning: LCDSVs <b>shall</b> not be filled indoors or in enclosed areas under any circumstances.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	LCDSVs LOCATED IN ENCLOSED AREAS b. Portable LCDSVs with no permanent remote fill connection:	Tanks <b>must</b> always be moved to the outside to an unenclosed, free airflow area for filling.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	LCDSVs LOCATED IN ENCLOSED AREAS b. Portable LCDSVs with no permanent remote fill connection:	1. <b>Shall</b> be equipped with a gas detection system installed in accordance with NBIC.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	LCDSVs LOCATED IN ENCLOSED AREAS b. Portable LCDSVs with no permanent remote fill connection:	2. <b>Shall</b> have signage posted in accordance with NBIC.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	LCDSVs LOCATED IN ENCLOSED AREAS b. Portable LCDSVs with no permanent remote fill connection:	3. <b>Shall</b> have a safety relief/vent valve circuit connected at all times except when the tank is being removed for filling. Connects may be fitted with quick disconnect fittings meeting the requirements of NBIC.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	LCDSVs LOCATED IN ENCLOSED AREAS b. Portable LCDSVs with no permanent remote fill connection:	4. <b>Shall</b> be provided with a pathway that provides a smooth rolling surface to the outdoor, unenclosed fill area.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	LCDSVs LOCATED IN ENCLOSED AREAS b. Portable LCDSVs with no permanent remote fill connection:	There <b>shall</b> not be any stairs or other than minimal inclines in the pathway.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	FILLBOX LOCATION / SAFETY RELIEF	Fill boxes and/or vent valve terminations <b>shall</b> be installed above grade, outdoors in an unenclosed, free airflow area.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.08 (3)(g) (LCDSVs)	FILLBOX LOCATION / SAFETY RELIEF	The fill connection shall be located so not to impede means of egress or the operation of sidewalk cellar entrance doors,	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	FILLBOX LOCATION / SAFETY RELIEF	including during the delivery process and shall be:  1. At least three (3) feet (915 mm) from any door or operable windows; The fill box may remain at its current location, if in the opinion of the department, an acceptable gas detection system is installed just inside the doorway and in accordance with NBIC. 2. At least three (3) feet (915 mm) above grade;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	FILLBOX LOCATION / SAFETY RELIEF	3. Shall not be located within ten (10) feet (3050 mm) from side to side at the same level or below, from any air intakes;	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	FILLBOX LOCATION / SAFETY RELIEF	4. Shall not be located within ten (10) feet (3050 mm) from stair wells that go below grade.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	GAS DETECTION SYSTEMS	Rooms or areas where carbon dioxide storage vessel(s) are located indoors or in enclosed or below grade outdoor locations shall be provided with a gas detection and alarm system for general area monitoring that is capable of detecting and notifying building occupants of a CO2 gas release.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	GAS DETECTION SYSTEMS	These systems are not designed for employee personal exposure monitoring. Gas detection systems shall be installed and tested in accordance with manufactures installation instructions and the following requirements:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	GAS DETECTION SYSTEMS	a. Activation of the gas detection system shall activate an audible alarm within the room or area in which the carbon dioxide storage vessel is located.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	GAS DETECTION SYSTEMS	b. Audible alarms shall also be placed at the entrance(s) to the room or area where the carbon dioxide storage vessel and/ or fill box is located to notify anyone who might try to enter the area of a potential problem.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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480-7-5-.08 (3)(g) (LCDSVs)	SIGNAGE	Warning signs shall be posted at the entrance to the building, room, enclosure, or enclosed area where the container is located as indicated below.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
480-7-5-.08 (3)(g) (LCDSVs)	SIGNAGE	The warning sign shall be at least 8 in (200mm) wide and 6 in. (150mm) high.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	SIGNAGE	The wording shall be concise and easy to read and the upper portion of the sign must be orange as shown in figure NBIC Part	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	SIGNAGE	1. The size of the lettering must be as large as possible for the intended viewing distance and can be determined by departmental requirements. The minimum letter height shall be in accordance with NEMA American National Standard for Environmental and Facility Safety Signs (ANSI Z535.2). The warning signs shall state the following:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	SIGNAGE	1. The size of the lettering must be as large as possible for the intended viewing distance and can be determined by departmental requirements. The minimum letter height shall be in accordance with NEMA American National Standard for Environmental and Facility Safety Signs (ANSI Z535.2).	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	SIGNAGE	The warning signs shall state the following:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	SIGNAGE	Additional instructional signage shall be posted outside of the area where the container is located	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	SIGNAGE	and such signage shall contain at minimum the following information:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
480-7-5-.08 (3)(g) (LCDSVs)	VALVES, PIPING, TUBING AND FITTINGS	A. Materials - Materials selected for valves, piping, tubing, hoses and fittings used in the LCDSV system shall meet following requirements:	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	1. Components <b>must</b> be compatible for use with CO2 in the phase, (gas, or liquid in the applicable circuit) it encounters in the system.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	2. Components <b>shall</b> be rated for the operational temperatures and pressures encountered in the applicable circuit of the system.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	3. <b>Shall</b> be stainless steel, copper, brass, or plastic/polymer materials rated for CO2.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	4. Only fittings and connections recommended by the manufacturer <b>shall</b> be used for all hoses, tubes, and piping.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	5. All valves and fittings used on the LCDSV <b>shall</b> be rated for the maximum allowable working pressure stamped on the tank.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	6. All piping, hoses and tubing used in the LCDSV system <b>shall</b> be rated for the working pressure of the applicable circuit in the system and have a burst pressure rating of at least four times the maximum allowable working pressure of the piping, hose or tubing.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	B. Relief Valves - Each LCDSV <b>shall</b> have at least one ASME/NB stamped & certified relief valve with a pressure setting at or below the MAWP of the tank.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	The relief valve <b>shall</b> be suitable for the temperatures and flows experienced during relief valve operation.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	The minimum relief valve capacity <b>shall</b> be designated by the manufacturer. Additional relief valves that do not require ASME stamps may be added per	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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		Compressed Gas Association pamphlet, CGAS-1.3 Pressure Relief Device Standards Part 3, Stationary Storage Containers for Compressed Gases, recommendations.	<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	Discharge lines from the relief valves <b>shall</b> be sized in accordance with tables NBIC Part 1.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	Caution: Company's and or individuals filling or refilling LCDSV's <b>shall</b> be responsible for utilizing fill equipment that is acceptable to the manufacturer to prevent over pressurization of the vessel.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	C. Isolation Valves - Each LCDSV <b>shall</b> have an isolation valve installed on the fill line and tank discharge, or gas supply line in accordance with the following requirements:	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	1. Isolation valves <b>shall</b> be located on the tank or at an accessible point as near to the storage tank as possible.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	2. All valves <b>shall</b> be designed or marked to indicate clearly whether they are open or closed	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	3. All valves <b>shall</b> be capable of being locked or tagged in the closed position for servicing.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	4. Gas Supply and Liquid CO2 Fill Valves <b>shall</b> be clearly marked for easy identification.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	D. Safety Relief/Vent Lines - Safety relief/vent lines <b>shall</b> be as short and straight as possible with a continuous routing to an unenclosed area outside the building and installed in accordance with the manufacturer's instructions.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	The vent line shall be a continuous run from the vessel safety relief valve to outside vent line discharge fitting, without any splices.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	These lines shall be free of physical defects such as cracking or kinking and all connections shall be securely fastened to the LCDSV and the fill box.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	The vent line shall be a continuous run from the vessel safety relief valve to outside vent line discharge fitting, without any splices. These lines shall be free of physical defects such as cracking or kinking and all connections shall be securely fastened to the LCDSV and the fill box.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	The minimum size and length of the lines shall be in accordance with NBIC Part 1(see below). Fittings or other connections may result in a localized reduction in diameter have been factored into the lengths given by the NBIC Part 1.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	Note: Due to the design of the LCDSV the discharge line may be smaller in diameter than the relief valve outlet size but shall not be smaller than that shown in NBIC Part 1, Tables S3.6 a) and b).	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-5-.08 (3)(g) (LCDSVs)</b>	VALVES, PIPING, TUBING AND FITTINGS	Note: Due to the design of the LCDSV the discharge line may be smaller in diameter than the relief valve outlet size but shall not be smaller than that shown in tables above.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (1)(a)</b>	Automatic Low-Water Fuel Cutoff and/or Water Feeding Device	(a) Each automatically fired steam or vapor system boiler shall be equipped with an automatic low-water fuel cutoff so located as to automatically cut off the fuel supply when the surface of the water falls to the lowest safe waterline.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (1)(a)</b>	Automatic Low-Water Fuel Cutoff and/or Water Feeding Device	If a water-feeding device is installed, it shall be so constructed that the water inlet valve cannot feed water into the boiler through the float chamber and so located as to supply requisite feedwater. The lowest safe waterline should not be lower than the lowest visible part of the water glass.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (1)(b)</b>	Automatic Low-Water Fuel Cutoff and/or Water Feeding Device	(b) Such fuel or feedwater control devices may be attached directly to a boiler or for low pressure boilers, to the tapped openings provided for attaching a water glass directly to a boiler, provided that such connections from the boiler	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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		are nonferrous tees or Ys not less than 1/2 in. pipe size between the boiler and the water glass, so that the water glass is attached directly and as close as possible to the boiler; the straightway tapping of the Y or tee to take the water glass fittings, the side outlet of the Y or tee to take the fuel cutoff or water-feeding device. The ends of all nipples shall be reamed to full size diameter.		
<b>480-7-6-.01 (1)(c)</b>	Automatic Low-Water Fuel Cutoff and/or Water Feeding Device	(c) Designs embodying a float and float bowl shall have a vertical straightaway valve drain pipe at the lowest point in the water equalizing pipe connections by which the bowl and the equalizing pipe can be flushed and the device tested.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (2)(a)</b>	Pressure Reducing Valves	(a) Where pressure reducing valves are used, one or more safety or safety relief valves shall be provided on the low-pressure side of the reducing valve when the piping or equipment on the low-pressure side does not meet the requirements for the full initial pressure.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (2)(a)</b>	Pressure Reducing Valves	The safety or safety relief valves shall be located adjoining or as close as possible to the reducing valve.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (2)(a)</b>	Pressure Reducing Valves	Proper protection shall be provided to prevent injury or damage caused by the escaping fluid from the discharge of safety or safety relief valves if vented to the atmosphere.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (2)(a)</b>	Pressure Reducing Valves	The combined discharge capacity of the safety or safety relief valves shall be such that the pressure rating of the lower pressure piping or equipment shall not be exceeded in case the reducing valve fails in the open position.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (2)(a)</b>	Pressure Reducing Valves	or equipment shall not be exceeded in case the reducing valve fails in the open position.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (2)(b)</b>	Pressure Reducing Valves	(b) The use of hand-controlled bypasses around reducing valves is permissible. If a bypass is used around the reduction valve, the safety valve required on the low- pressure side	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (2)(b)</b>	Pressure Reducing Valves	shall be of sufficient capacity to relieve all the fluid that can pass through the bypass without over-pressuring the low-pressure side.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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<b>480-7-6-.01 (2)(c)</b>	Pressure Reducing Valves	(c) A pressure gage <b>shall</b> be installed on the low-pressure side of a reducing valve.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (3)(a)</b>	Boiler Blowoff Equipment	(a) The blowdown from a boiler or boilers that enters a sanitary sewer system or blowdown that is considered a hazard to life or property <b>shall</b> pass through some form of blowoff equipment that will reduce pressure and temperature as required hereinafter.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (3)(b)</b>	Boiler Blowoff Equipment	(b) The temperature of the water leaving the blowoff equipment <b>shall</b> not exceed 140°F.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (3)(c)</b>	Boiler Blowoff Equipment	(c) The pressure of the blowdown leaving any type of blowoff equipment <b>shall</b> not exceed 5 psig.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (3)(d)</b>	Boiler Blowoff Equipment	(d) All blowoff equipment <b>shall</b> be fitted with openings to facilitate cleaning and inspection.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (3)(e)</b>	Boiler Blowoff Equipment	(e) Blowoff equipment <b>shall</b> conform to the provisions set forth in the recommended rules for National Board Boiler Blowoff Equipment.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (4)</b>	Location of Discharge Piping Outlets.	(4) Location of Discharge Piping Outlets. The discharge of safety valves, blowoff pipes, and other outlets <b>shall</b> be located and supported as to prevent injury to personnel.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (5)</b>	Supports.	(5) Supports. Each boiler and pressure vessel <b>shall</b> be supported by masonry or structural supports of sufficient strength and rigidity to safely support the boiler or pressure vessel and its contents.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (5)</b>	Supports.	There <b>shall</b> be no excessive vibration in either the boiler, pressure vessel, or its connecting piping.	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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<b>480-7-6-.01 (6)</b>	Boiler Door Latches	(a) A watertube boiler shall have the firing doors of the inward opening type, unless such doors are provided with substantial and effective latching or fastening devices or otherwise so constructed as to prevent them, when closed, from being blown open by pressure on the furnace side	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (6)</b>	Boiler Door Latches	(b) These latches or fastenings shall be of the positive self-locking type. Friction contacts, latches, or bolts actuated by springs shall not be used. The foregoing requirements for latches or fastenings shall not apply to coal openings of downdraft or similar furnaces.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (6)</b>	Boiler Door Latches	(b) These latches or fastenings shall be of the positive self-locking type. Friction contacts, latches, or bolts actuated by springs shall not be used. The foregoing requirements for latches or fastenings shall not apply to coal openings of downdraft or similar furnaces.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (6)</b>	Boiler Door Latches	(b) These latches or fastenings shall be of the positive self-locking type. Friction contacts, latches, or bolts actuated by springs shall not be used. The foregoing requirements for latches or fastenings shall not apply to coal openings of downdraft or similar furnaces.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (6)</b>	Boiler Door Latches	(d) Explosion doors, if used and if located in the setting walls within 7 ft. of the firing floor or operating platform, shall be provided with substantial deflectors to divert the blast.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (7)</b>	Clearance	(a) All boilers and pressure vessels shall be so located that adequate space will be provided for the proper operation of the boilers and pressure vessels and their appurtenances, for the inspection of all surfaces, tubes, waterwalls, economizers, piping, valves, and other equipment, and for their necessary maintenance and repair and replacement of tubes.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (8)</b>	Ladders and Runways	When necessary for safety, there shall be a steel runway or platform of standard construction installed across the tops of adjacent boilers or pressure vessels or at some other convenient level for the purpose of affording safe access. All walkways shall have at least two means of exit, each to be remotely located from the other.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (8)</b>	Ladders and Runways	When necessary for safety, there shall be a steel runway or platform of standard construction installed across the tops of adjacent boilers or pressure	<a href="#">Code of Ala. 1975, § 25-2-8.</a>	0

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		vessels or at some other convenient level for the purpose of affording safe access. All walkways shall have at least two means of exit, each to be remotely located from the other.	<a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	
<b>480-7-6-.01 (9)</b>	Exit from Boiler Room	All boiler rooms exceeding a 500 square foot floor area and containing one or more boilers having a fuel-burning capacity of 1 million BTU or equivalent electrical heat input shall have at least two means of exit. Each exit shall be remotely located from the other. Each elevation in such boiler room shall have two means of exit, each remotely located from the other.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (9)</b>	Exit from Boiler Room	All boiler rooms exceeding a 500 square foot floor area and containing one or more boilers having a fuel-burning capacity of 1 million BTU or equivalent electrical heat input shall have at least two means of exit. Each exit shall be remotely located from the other. Each elevation in such boiler room shall have two means of exit, each remotely located from the other.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (9)</b>	Exit from Boiler Room	All boiler rooms exceeding a 500 square foot floor area and containing one or more boilers having a fuel-burning capacity of 1 million BTU or equivalent electrical heat input shall have at least two means of exit. Each exit shall be remotely located from the other. Each elevation in such boiler room shall have two means of exit, each remotely located from the other.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (11)</b>	Air and Ventilation Requirements	(a) A permanent source of outside air shall be provided for each boiler room to permit satisfactory combustion of the fuel as well as proper ventilation of the boiler room under normal operating conditions.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (11)</b>	Air and Ventilation Requirements	2. When mechanical ventilation is in lieu of paragraph 1, the supply of combustion and ventilation air to the boiler room and the firing device will not operate with the fan off. The velocity of the air through the ventilating fan shall not exceed 500 feet per minute, and the total air delivered shall be equal to or greater than shown in paragraph 1 above.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (11)</b>	Air and Ventilation Requirements	2. When mechanical ventilation is in lieu of paragraph 1, the supply of combustion and ventilation air to the boiler room and the firing device will not operate with the fan off. The velocity of the air through the ventilating fan shall not exceed 500 feet per minute, and the total air delivered shall be equal to or greater than shown in paragraph 1 above.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0

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<b>480-7-6-.01 (12)(a)</b>	Carbon Monoxide (CO) Monitors in Boiler/Equipment Rooms	1. CO monitor <b>shall</b> be hard wired with battery backup in new construction.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (12)(a)</b>	Carbon Monoxide (CO) Monitors in Boiler/Equipment Rooms	2. CO monitor <b>shall</b> be installed on the wall 5 feet or above from the floor of the Boiler/Equipment Room.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (12)(a)</b>	Carbon Monoxide (CO) Monitors in Boiler/Equipment Rooms	3. CO monitor <b>shall</b> have an audible alarm which can be heard outside of the Boiler/Equipment Room.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (12)(a)</b>	Carbon Monoxide (CO) Monitors in Boiler/Equipment Rooms	4. CO monitor <b>shall</b> alarm at 200 PPM	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (12)(a)</b>	Carbon Monoxide (CO) Monitors in Boiler/Equipment Rooms	5. Inspectors <b>shall</b> verify the installation and operational status of the CO monitor during routine inspections.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (12)(b)</b>	Carbon Monoxide (CO) Monitors in Boiler/Equipment Rooms	2. CO monitor <b>shall</b> be installed on the wall 5 feet or above from the floor of the Boiler/Equipment Room.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (12)(b)</b>	Carbon Monoxide (CO) Monitors in Boiler/Equipment Rooms	3. CO monitor <b>shall</b> have an audible alarm which can be heard outside of the Boiler Equipment Room.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (12)(b)</b>	Carbon Monoxide (CO) Monitors in Boiler/Equipment Rooms	4. CO monitor <b>shall</b> alarm at 200 PPM.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0
<b>480-7-6-.01 (12)(b)</b>	Carbon Monoxide (CO) Monitors in Boiler/Equipment Rooms	5. Inspectors <b>shall</b> verify the installation and operational status of the CO monitor during routine inspections.	<a href="#">Code of Ala. 1975, § 25-2-8.</a> <a href="#">Code of Ala. 1975, § 25-12-1 to 22.</a>	0



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Rule Citation	Short Description	Regulatory Text	Statutory Authority	# of Discretionary Regulatory Restrictions
<b>Elevators</b>				
480-8-1-.02	Authority And Definitions	These rules are adopted under the authority of Code of Ala. 1975, (2003 supp.) §25-13-1 et seq. For the purposes of these rules all definitions shall be the same as Section 25-13-2 of the Elevator Safety Act:	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	(8) CERTIFICATE OF OPERATION. A document issued by the administrator that indicates that the conveyance has had the required safety inspection and tests, and fees have been paid as set forth in this chapter.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	(14) ELEVATOR HELPER/APPRENTICE. Any person who works under the general direction of a licensed elevator mechanic. A license is not required.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	(20) LICENSE, ELEVATOR CONTRACTOR'S. A license which is issued to an elevator contractor who has proven his or her qualifications and ability and has been authorized by the board to possess this type of license. It shall entitle the holder thereof to engage in the business of erecting, constructing, installing, altering, servicing, testing, repairing, or maintaining elevators or related conveyances covered by this chapter.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	(21) LICENSE, ELEVATOR MECHANIC. A license which is issued to a person who has proven his or her qualifications and ability and has been authorized by the board to work on conveyance equipment. It shall entitle the holder thereof to install, construct, alter, service, repair, test, maintain, and perform electrical work on elevators or related conveyances covered by this chapter.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	(23) LICENSE, INSPECTOR. A license which is issued to a qualified individual who has proven his or her qualifications and ability and has been authorized by the board to possess this type of license. It shall entitle the holder thereof to engage in the business of inspecting elevators or related conveyances covered by this chapter.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0

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480-8-1-.02	Authority And Definitions	(29) REPAIR. A "repair" as defined in the referenced standards and which does not <b>require</b> a permit.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	(30) TEMPORALLY DORMANT ELEVATOR, DUMBWAITER, or ESCALATOR. An installation whose power supply has been disconnected by removing fuses and placing a padlock on the mainline disconnect switch in the "OFF" position. The car is parked and the hoist away doors are in the closed and latched position. A wire seal <b>shall</b> be installed on the mainline disconnect switch by a licensed elevator inspector.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	This installation <b>shall not</b> be used again until it has been put in safe running order and is in condition for use.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	Annual inspections <b>shall</b> continue for the duration of the temporarily dormant status by a licensed elevator inspector.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	"Temporarily dormant" status <b>shall</b> be renewable on an annual basis	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	and <b>shall</b> not exceed a five-year period.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	The elevator inspector <b>shall</b> file a report with the chief elevator inspector describing the current conditions.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.02	Authority And Definitions	The wire seal and padlock <b>shall</b> not be removed for any purpose without permission from the elevator inspector.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-1-.03	Effective Date	These rules <b>shall</b> take effect June 21, 2004.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0

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480-8-1-.04	Severability Clause	In the event any part or provision of these rules is held to be illegal, this shall not have the effect of making void or illegal any of the other parts or provisions of these rules.	<a href="#">Code of Alabama 1975, § 25-13-6 (2003).</a>	0
480-8-2-.02	Registration Of Conveyances	(1) The owner or lessee of a conveyance shall register the conveyance with the department, pursuant to rules adopted by the Board.	<a href="#">Code of Alabama 1975, § 25-13-14 (2003).</a>	0
480-8-2-.02	Registration Of Conveyances	The registration shall include the type, rated load and speed, manufacturer, location, purpose, date of installation	<a href="#">Code of Alabama 1975, § 25-13-14 (2003).</a>	0
480-8-2-.02	Registration Of Conveyances	and any additional information the Board may require.	<a href="#">Code of Alabama 1975, § 25-13-14 (2003).</a>	0
480-8-2-.02	Registration Of Conveyances	(3) A jurisdiction tag shall be furnished and shall be permanently attached on or near the conveyance's crosshead by the inspector. On conveyances without a crosshead, jurisdiction tags shall be attached to the equipment on the car top. On conveyances also lacking car tops, the jurisdiction tag shall be attached on or near the control panel.	<a href="#">Code of Alabama 1975, § 25-13-14 (2003).</a>	0
480-8-2-.02	Registration Of Conveyances	(3) A jurisdiction tag shall be furnished and shall be permanently attached on or near the conveyance's crosshead by the inspector. On conveyances without a crosshead, jurisdiction tags shall be attached to the equipment on the car top. On conveyances also lacking car tops, the jurisdiction tag shall be attached on or near the control panel.	<a href="#">Code of Alabama 1975, § 25-13-14 (2003).</a>	0
480-8-2-.02	Registration Of Conveyances	(3) A jurisdiction tag shall be furnished and shall be permanently attached on or near the conveyance's crosshead by the inspector. On conveyances without a crosshead, jurisdiction tags shall be attached to the equipment on the car top. On conveyances also lacking car tops, the jurisdiction tag shall be attached on or near the control panel.	<a href="#">Code of Alabama 1975, § 25-13-14 (2003).</a>	0
480-8-2-.02	Registration Of Conveyances	(3) A jurisdiction tag shall be furnished and shall be permanently attached on or near the conveyance's crosshead by the inspector. On conveyances without a crosshead, jurisdiction tags shall be attached to the equipment on the car top. On conveyances also lacking car tops, the jurisdiction tag shall be attached on or near the control panel.	<a href="#">Code of Alabama 1975, § 25-13-14 (2003).</a>	0

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480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(1) If not previously adopted, The Board shall automatically adopt the latest editions of the standards listed in (1)(a) through (e) below six months from their effective date.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	Any modifications to the standards that the administrator deems necessary shall be justified in writing by the Board:	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(b) THE NATIONAL SAFETY CODE FOR EXISTING ELEVATORS AND ESCALATORS (ASME A.17.3). ASME A.17.3, however, shall only apply to conveyances constructed and installed after its most recent effective date or where a subsequent alteration is being made pursuant to Section 8.7 of ASME A.17.1	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	Portions of an elevator not altered or affected by the alteration are not required to comply with the current code requirements of A.17.3. Up to and until an alteration is being made, the edition of ASME A.17.1 that was in effect at the time of construction shall apply.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(2) Hydraulic elevators that have any portion of the cylinder buried in the ground and that do not have a double cylinder or a cylinder with a safety bulkhead shall: (a) have the cylinder replaced with a double cylinder or a cylinder with a safety bulkhead protected from corrosion by one or more of the following methods: 1. monitored cathodic protection; 2. a coating to protect the cylinder from corrosion that will withstand the installation process; 3. by a protective plastic casing immune to galvanic or electrolic action, salt water, and other known underground conditions; or	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(b) be provided with a device meeting the requirements of Section 3.5 or a device arranged to operate in the down direction at an over speed not exceeding 125% of rated speed. The device shall mechanically act to limit the maximum car speed to the buffer striking speed, or stop the elevator car with rated load with a deceleration not to exceed 32.2ft/s <sup>2</sup> (9.8m/s <sup>2</sup> ),	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	and shall not automatically reset.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0

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480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	Actuation of the device shall cause power to be removed from the pump motor and control valves until manually reset; or (c) have other means acceptable to the authority having jurisdiction to protect against unintended movement of the car as a result of uncontrolled fluid loss.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(d) All new and existing jacks must be in compliance by October 1, 2007	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(3) The following standards shall govern restricted openings of hoistway doors and/or car doors on passenger elevators	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(a) When a car is outside the unlocking zone, the hoistway doors or car doors shall be so arranged that the hoistway doors or car doors cannot be opened more than 4 in. (102 mm) from inside the car.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(b) When the car is outside the unlocking zone, the car doors shall be openable from outside the car without the use of special tools.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(c) The unlocking zone shall extend from the landing floor level to a point no greater than 18 in. (457 mm) above or below the landing floor level.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(4) The following procedures shall be followed for Temporary Certificates of Operation	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(a) A temporary certificate of operation may be issued at the discretion of the chief inspector if requested by the elevator contractor and the inspector. This request must be submitted by the inspector in the form of an inspection report, along with the required fee.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(b) The fee required for the certificate and inspection is \$100.00 must be submitted with the inspection report at the time of the request. The remaining \$160.00 will be paid to the inspector as determined at the time of the inspection.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	Any violations that would prevent the elevator from receiving a temporary certificate of operation must be completed prior to sending in the inspection report.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0

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480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(c) The elevator <b>must</b> have all safety devices properly tested and witnessed by the inspector.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	The inspector along with the elevator contractor <b>must</b> decide if an elevator operator will be required.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	If so, the operator <b>must</b> receive proper training by the elevator contractor.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	If an operator will be stationed in the elevator during operation, no working phone is <b>required</b> during temporary operation.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	The operator will be <b>required</b> to have some form of 2-way communication.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(5) In order to reduce the hazards associated with water on energized circuits from the activation of sprinklers in the elevator equipment room, new elevator installations, and modernizations/alterations will <b>require</b> the shunt trip of each elevator disconnecting means to be located outside the elevator equipment room.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(a) It <b>shall</b> de-energize both the line side and load side of the affected elevator's disconnecting means.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	(c) Control circuits to shut down elevator power <b>shall</b> be monitored for presence of operating voltage.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.03	Minimum Standards Adoption Of Nationally Recognized Safety Codes	Loss of voltage to the control circuit for the disconnecting means <b>shall</b> cause a supervisory signal to be indicated at the control unit and required remote enunciators.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.04	Variance, Exemption And Reconsideration	(2) In order for a variance or exemption request to be reviewed the owner or designated representative <b>shall</b> submit: (a) Evidence that the proposed or existing conveyance is not in compliance with this Code.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0

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		(b) Evidence, letters, statements, test results, construction documents, or other supporting information as required to justify the request. (c) Evidence that strict compliance with the Code would entail practical difficulty, unnecessary hardship or is otherwise found unwarranted. (d) Evidence that any such variance or exemption secures the public safety and health and that the methods, means or practices proposed provide equal protection of the public safety and health.		
480-8-2-.04	Variance, Exemption And Reconsideration	(3) The determination on the variance or exemption request shall be made in writing to the applicant	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.04	Variance, Exemption And Reconsideration	and shall advise the applicant of the reconsideration process.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.04	Variance, Exemption And Reconsideration	This determination shall be made no later than 30 days after the request is made.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.04	Variance, Exemption And Reconsideration	(4) The Board may reconsider an interpretation or decision made pursuant to this Section. To request reconsideration the owner shall submit a written request to the Board including: (a) Evidence the proposed or existing conveyance is not in compliance with this Code.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.04	Variance, Exemption And Reconsideration	(b) Evidence, letters, statements, test results, construction documents or other supporting information as required to justify the request. (c) Evidence that the true intent of the Code has been incorrectly interpreted, or the provisions of the Code do not fully apply; or the decision is unreasonable or arbitrary as it applies to alternatives or new materials.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.04	Variance, Exemption And Reconsideration	(5) The request for reconsideration shall be submitted no later than 30 days after receiving the variance or exemption determination.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.04	Variance, Exemption And Reconsideration	(6) A request for variance, exemption, or reconsideration shall not relieve a person from complying with this Code, permit or occupancy requirements, unless the Board expressly authorizes an extension of compliance period pending review of the request.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.05	Application Form For Variance From Adopted Elevator Code	The Secretary or his/her designee shall publish a form	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0

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480-8-2-.05	Application Form For Variance From Adopted Elevator Code	which shall be used to submit applications for a variance from the adopted elevator code as authorized in Administrative Rule 480-8-2-.04.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.05	Application Form For Variance From Adopted Elevator Code	Application must be on file with the Department of Labor at least 10 Days before the next scheduled meeting of the Elevator Safety Review Board to be included on that months agenda.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.05	Application Form For Variance From Adopted Elevator Code	Two sets of plans and specifications, which are pertinent to the appeal, shall be submitted with the application for the hearing.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.05	Application Form For Variance From Adopted Elevator Code	Applicant must be present for hearing.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.05	Application Form For Variance From Adopted Elevator Code	<b>Conditions of Approval:</b> All approved code variances issued by this board are subject to any special conditions that might be required of the owner applicant to insure safe operation of equipment considered herein.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.05	Application Form For Variance From Adopted Elevator Code	All approved code variances shall be considered as one-time events for certain piece of equipment and in no way considered a precedent for future variance requests. A copy of this approved variance will be displayed in the equipment machine room.	<a href="#">Code of Ala. 1975, § 25-13-6 (2003).</a>	0
480-8-2-.06	Notification Of Incident	(1) When an incident occurs on a conveyance resulting in a personal injury, the owner or lessee shall notify the Chief Inspector within 24 hours by submitting a detailed report of the incident.	<a href="#">Code of Ala. 1975, §§ 25-13-1, -6, -20.</a>	0
480-8-2-.06	Notification Of Incident	In the event the incident occurs during a weekend, notification shall be made on the first business day thereafter.	<a href="#">Code of Ala. 1975, §§ 25-13-1, -6, -20.</a>	0
480-8-2-.06	Notification Of Incident	(2) In the event of a personal injury requiring immediate transport to a medical facility, notice shall be given by telephone or email within four (4) hours,	<a href="#">Code of Ala. 1975, §§ 25-13-1, -6, -20.</a>	0
480-8-2-.06	Notification Of Incident	and neither the conveyance, nor any part thereof, shall be removed or disturbed before permission to do so has been given by the Chief Inspector, except for the purpose of saving human life and limiting consequential damage.	<a href="#">Code of Ala. 1975, §§ 25-13-1, -6, -20.</a>	0
480-8-2-.06	Notification Of Incident	(3) An inspection shall be made as a result of an incident and the inspector will inform the owner or lessee of the requirements set forth in paragraph (1).	<a href="#">Code of Ala. 1975, §§ 25-13-1, -6, -20.</a>	0
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	(1) No License shall be granted to any person who has not proven their qualifications and abilities.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	0

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480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	Applicants <b>must</b> demonstrate the following qualifications:	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	0
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	(2) Any person who furnishes the Board with acceptable proof that they have worked as an elevator constructor, maintenance, or repair person <b>shall</b> upon making application	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	0
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	and paying the fee <b>shall</b> be entitled to receive a License without an examination.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	0
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	They <b>shall</b> have worked without direct and immediate supervision as a mechanic for an elevator contractor registered to do business in the State of Alabama.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	0
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	This employment <b>shall not</b> be less than 3 years immediately prior to September 1, 2003.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	0
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	The person <b>must</b> make application within one year of September 1, 2003.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	0
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	(3) A license <b>shall</b> be issued to an individual holding a valid license from a state or province having standards substantially equal to those of this chapter, upon application and payment of the fee but without examination.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	0
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	(4) A limited elevator mechanic <b>must</b> be certified by the manufacturer of the equipment he or she installs or an approved training program acceptable to the equipment manufacturer.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	0
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	This certification <b>must</b> accompany the application for license.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	0
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	(a) On your company letterhead you <b>must</b> request the temporary license and certify that the applicant has 2 years minimum experience and acceptable combination of documented experience and education to perform elevator work without direct and immediate supervision.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	4

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480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	(b) The request <b>must</b> be notarized.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	1
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	(d) The Temporary Mechanic License will recite that it is valid for thirty (30) days from date of issuance and while the person is employed by the licensed elevator contractor who certified the individual as qualified. The license <b>shall</b> be renewable as needed, for \$50.00 each renewal.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	1
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	(e) The Temporary Mechanic License <b>must</b> be present while the work is being performed.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	1
480-8-3-.01	Qualifications To Be Licensed As An Elevator Mechanic	(f) The Temporary Mechanic License <b>must</b> be present while the work is being performed.	<a href="#">Code of Ala. 1975, §§ 25-13-7, -8, -12 (2003).</a>	1
480-8-3-.02	Qualifications To Be Licensed As An Elevator Contractor	(1) No license <b>shall</b> be granted to any sole proprietor, firm, or corporation that has not demonstrated the requisite qualifications and abilities.	<a href="#">Code of Ala. 1975, § 25-13-10.</a>	0
480-8-3-.02	Qualifications To Be Licensed As An Elevator Contractor	Duly authorized applicants for an elevator contractor's license <b>must</b> have in their employ licensed elevator mechanics who perform the work described herein and have proof of compliance with the insurance requirements as set forth in Code of Ala. 1975, §25-13-1, et seq.	<a href="#">Code of Ala. 1975, § 25-13-10.</a>	0
480-8-3-.02	Qualifications To Be Licensed As An Elevator Contractor	(2) No license <b>shall</b> be granted to any sole proprietor, firm, or corporation that has not demonstrated the requisite qualifications and abilities.	<a href="#">Code of Ala. 1975, § 25-13-10.</a>	0
480-8-3-.02	Qualifications To Be Licensed As An Elevator Contractor	Duly authorized applicants for a limited elevator contractor's license <b>must</b> have in their employ licensed limited elevator mechanics who perform the work described herein and have proof of compliance with the insurance requirements as set forth in Code of Ala. 1975, §25-13-1, et seq.	<a href="#">Code of Ala. 1975, § 25-13-10.</a>	0
480-8-3-.03	Qualifications To Be Licensed As An Elevator Inspector	(1) No inspector's license <b>shall</b> be granted to any person unless he or she demonstrates to the satisfaction of the administrator or other officer designated by the board that he or she meets the current Department of Labor Standards for the Qualifications of Elevator Inspectors.	<a href="#">Code of Ala. 1975, § 25-13-6, -9 (2003).</a>	0
480-8-3-.03	Qualifications To Be Licensed As An Elevator Inspector	(2) No license <b>shall</b> be granted to any entity that has not demonstrated the requisite qualifications and abilities. Notwithstanding any other provision, cities or municipalities wishing to engage in the safety inspections of existing elevators or related conveyances, the permitting and inspection of new or	<a href="#">Code of Ala. 1975, § 25-13-6, -9 (2003).</a>	0

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		modernized elevators or related conveyances, may perform inspection programs on behalf of the Board, provided they meet the following requirements:		
480-8-3-.03	Qualifications To Be Licensed As An Elevator Inspector	(a) The inspector <b>shall</b> meet the experience requirements noted in the qualifications for an inspector as set forth by the Department of Labor	<u>Code of Ala. 1975, § 25-13-6, -9 (2003).</u>	0
480-8-3-.03	Qualifications To Be Licensed As An Elevator Inspector	(b) The inspector <b>must</b> submit an application to the Alabama Department of Labor to be a licensed elevator inspector;	<u>Code of Ala. 1975, § 25-13-6, -9 (2003).</u>	0
480-8-3-.03	Qualifications To Be Licensed As An Elevator Inspector	(c) Subsequent to inspection, the city or municipal inspector <b>shall</b> supply the property owner or lessee and the Administrator with a written inspection report describing any and all violations;	<u>Code of Ala. 1975, § 25-13-6, -9 (2003).</u>	0
480-8-3-.03	Qualifications To Be Licensed As An Elevator Inspector	(d) When a unit is proven to be in safe operating condition, a Certificate of Operation <b>shall</b> be issued through the Alabama Department of Labor and may be issued jointly with the Municipality; and	<u>Code of Ala. 1975, § 25-13-6, -9 (2003).</u>	0
480-8-3-.03	Qualifications To Be Licensed As An Elevator Inspector	(e) The applicant or licensee <b>must</b> meet all other statutory requirements and rules and regulations enforced by the Board.	<u>Code of Ala. 1975, § 25-13-6, -9 (2003).</u>	0
480-8-3-.03	Qualifications To Be Licensed As An Elevator Inspector	(3) Qualifications: An inspector <b>shall</b> meet the definition of "Elevator Personnel" in ASME A17.1/CSA B44, Section 1.3 and have documented training and at least 1 year of experience performing inspections and performing or witnessing tests specified in ASME A17.1/CSA B44, CSA B311, ASME A18.1 or CSA B355, and ANSI/ASSE A10.4 or CSA Z185.	<u>Code of Ala. 1975, § 25-13-6, -9 (2003).</u>	0
480-8-3-.03	Qualifications To Be Licensed As An Elevator Inspector	Verifiable evidence of training and experience <b>shall</b> be documented with the application for license to the department. . Knowledge may be evidenced by approved written and/or oral examinations, as administered by the department or other organizations acceptable to the department.	<u>Code of Ala. 1975, § 25-13-6, -9 (2003).</u>	0
480-8-3-.03	Qualifications To Be Licensed As An Elevator Inspector	General Knowledge: An inspector <b>shall</b> also verify that he or she meets the following qualifications: (a) knowledge of personal safety practices to perform the following: (1) acceptance inspections of new construction (2) routine and periodic inspections of existing equipment (3) inspections of equipment in hazardous environments, where applicable	<u>Code of Ala. 1975, § 25-13-6, -9 (2003).</u>	0

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		<p>(b) familiarity with industry terminology, including the following:</p> <ul style="list-style-type: none"> <li>(1) terms defined and used in ASME A17.1/CSA B44, ASME A18.1.A17.3 and NFPA Standards.</li> <li>(2) terms used in ASME A17.2</li> <li>(3) terms defined and used in the National Electrical Code</li> <li>(4) Administrative rules and regulations published by the department</li> </ul> <p>(c) ability to read architectural and installation drawings including hoistway and machine room layouts.</p> <p>(d) working knowledge of electrical, electronic, and circuit construction principles, including but not limited to:</p> <ul style="list-style-type: none"> <li>(1) voltage, currents, and resistance</li> <li>(2) series and parallel circuits</li> <li>(3) grounding</li> <li>(4) ability to read circuit diagrams</li> </ul> <p>(e) knowledge of the purpose and function of safety devices in the following locations:</p> <ul style="list-style-type: none"> <li>(1) machine rooms and machinery spaces</li> <li>(2) hoistways</li> <li>(3) on the cars</li> <li>(4) pits</li> <li>(5) escalators, moving walks, and other related equipment</li> </ul> <p>(f) working knowledge of mechanical principles as applied to structures, machines, mechanisms, and the effects of traction on ropes and sheaves.</p> <p>(g) working knowledge of hydraulic principles as applied to the operation of valves, pumps, plungers, piping, and buffers.</p> <p>(h) working knowledge of the various types of equipment; their code requirements, uses, and limitations.</p> <ul style="list-style-type: none"> <li>(1) classification of usage             <ul style="list-style-type: none"> <li>(a) passenger elevators</li> <li>(b) freight elevators (classes A, B, C1, C2, and C3)</li> <li>(c) private residence elevators</li> <li>(d) sidewalk elevators</li> <li>(e) special purpose personnel elevators</li> </ul> </li> </ul>		
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		<ul style="list-style-type: none"> <li>(f) inclined elevators</li> <li>(g) material lifts and dumbwaiters with automatic transfer devices</li> <li>(h) dumbwaiters</li> <li>(i) elevators used for construction</li> <li>(j) personnel hoists and employee elevators</li> <li>(2) Classification of driving means             <ul style="list-style-type: none"> <li>(a) traction</li> <li>(b) winding drum</li> <li>(c) hydraulic (direct-plunger hydraulic, electro-hydraulic, maintained-pressure hydraulic, and roped hydraulic)</li> <li>(d) screw machine</li> <li>(e) rack and pinion</li> <li>(f) hand</li> <li>(g) belt and chain drives</li> </ul> </li> <li>(3) escalators and moving walks</li> <li>(4) inclined and vertical wheelchair lifts and stairway chairlifts (ASME A17.1b-1998 and earlier.             <ul style="list-style-type: none"> <li>(i) working knowledge of the functions and operations of elevator systems, including machines, motors, governors, and other machine room equipment; controllers, position devices, door operator systems, hoistway systems, safety system testing and functions, pit equipment escalators, moving walks, electrical devices, and hydraulics</li> <li>(j) working knowledge of inspection and testing procedures as described in ASME A17.2 and awareness of published interpretations of those procedures</li> <li>(k) working knowledge of applicable building, fire, electrical, and accessibility codes</li> <li>(l) demonstrated ability to perform the duties specified in Section 2.2</li> <li>(m) working knowledge of the requirements of ASME A17.3 and awareness of published interpretations of ASME A17.3</li> <li>(n) must have in his or her personal possession the current codes in effect at the time of each inspection.</li> </ul> </li> </ul>		
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480-8-3-.04	Fee Schedule	<p>(1) Fees shall be established as follows:</p> <p>(a) Elevator Contractor's license: \$300.00;</p> <p>(b) Elevator Contractor's license renewal (biennial): \$200.00;</p> <p>(c) Limited Elevator Contractor's License: \$300.00;</p> <p>(d) Limited Elevator Contractor's License renewal (biennial): \$200.00;</p> <p>(e) Elevator Mechanics and Limited License (initial and biennial renewal): \$100.00;</p> <p>(f) Elevator Inspectors License (initial) and biennial renewal: \$100.00;</p> <p>(g) Installation Permits Elevators, per unit: \$400.00;</p> <p style="padding-left: 20px;">Plus, for each floor: \$ 15.00;</p> <p style="padding-left: 20px;">Dumbwaiter and material lifts, per unit \$250.00;</p> <p>(h) Escalator, per unit: \$250.00;</p> <p>(i) Private residence inclined lifts and elevators: \$250.00;</p> <p>(j) Special purpose personnel elevators and wheelchair lifts, per unit: \$250.00.</p>	Code of Ala. 1975, § 25-13-6, -12 (2005).	0
480-8-3-.04	Fee Schedule	(2) Two acceptance inspections and the operating permit fees are included in the installation permit fee. All additional inspections shall be \$260.00 per visit.	Code of Ala. 1975, § 25-13-6, -12 (2005).	0
480-8-3-.04	Fee Schedule	(d) The acceptance inspection fee is included in the major alteration permit fee. The alterations inspection will not change the normal inspection or the operating certificate due date. Additional inspections shall be \$250.00.	Code of Ala. 1975, § 25-13-6, -12 (2005).	0
480-8-3-.05	Renewal Of License	(1) A license issued by the Board shall be valid for two years. The Board may renew a license, provided the applicant submits a timely written application for renewal accompanied by the required fee prior to expiration of the license.	Code of Ala. 1975, §§ 25-13-6, 25-13-7, 25-13-12 (2003).	0
480-8-3-.05	Renewal Of License	(1) A license issued by the Board shall be valid for two years. The Board may renew a license, provided the applicant submits a timely written application for renewal accompanied by the required fee prior to expiration of the license.	Code of Ala. 1975, §§ 25-13-6, 25-13-7, 25-13-12 (2003).	0
480-8-3-.05	Renewal Of License	(2) Applicants for license renewal shall provide evidence, satisfactory to the Board, of completion of eight hours of instruction approved by the Board, designed to ensure the continued qualifications of the applicant.	Code of Ala. 1975, §§ 25-13-6, 25-13-7, 25-13-12 (2003).	0

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480-8-3-.05	Renewal Of License	(3) If a license is allowed to lapse it may be renewed within ninety (90) days of its expiration date by the payment of a penalty of \$50.00 in addition to the renewal fee; however, no unsupervised work shall be performed until such time as the license is renewed.	<a href="#">Code of Ala. 1975, §§ 25-13-6, 25-13-7, 25-13-12 (2003).</a>	0
480-8-3-.05	Renewal Of License	(4) If a license is not renewed within ninety (90) days of its expiration date then the license will permanently expire and the inactive licensee shall make application for a new license following the appropriate licensing procedure and paying a penalty of \$50.00 in addition to the new application fee.	<a href="#">Code of Ala. 1975, §§ 25-13-6, 25-13-7, 25-13-12 (2003).</a>	0
480-8-3-.05	Renewal Of License	(5) Upon permanent expiration of a license, the Inspection Division shall provide notice to the licensee that the license is expired.	<a href="#">Code of Ala. 1975, §§ 25-13-6, 25-13-7, 25-13-12 (2003).</a>	0
480-8-3-.05	Renewal Of License	(6) Any person found performing work without a current license shall be subject to the additional administrative fines/penalties as set out in ADOL Administrative Code Rule 480-8-4-.08(1)(g).	<a href="#">Code of Ala. 1975, §§ 25-13-6, 25-13-7, 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	(1) Whenever an emergency exists in the state due to disaster, act of God, or work stoppage, as declared by the President of the United States or Governor of Alabama, and the number of persons in the state holding licenses granted by the administrator is insufficient to cope with the emergency, the licensed elevator contractors shall respond as necessary to assure the safety of the public.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	Any person certified by a licensed elevator contractor to have an acceptable combination of documented experience and education to perform elevator work without direct and immediate supervision shall seek an emergency elevator mechanic license from the administrator within five business days after commencing work requiring a license.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	The administrator shall issue emergency elevator mechanic licenses.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	(1) Whenever an emergency exists in the state due to disaster, act of God, or work stoppage, as declared by the President of the United States or Governor of Alabama, and the number of persons in the state holding licenses granted by the administrator is insufficient to cope with the emergency, the licensed The licensed elevator contractor shall furnish proof of competency as the administrator may require.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0

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480-8-3-.06	Emergency And Temporary Mechanics Licenses	Each such license shall recite that it is valid for a period of 30 days from the date of issuance for particular elevators or geographical areas as the administrator may designate	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	and shall entitle the licensee to the rights and privileges of an elevator mechanic license issued in this chapter.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	The administrator shall renew an emergency elevator mechanic license during the existence of an emergency.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	No fee shall be charged for any emergency elevator mechanic license or renewal thereof.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	(2) A licensed elevator contractor shall notify the administrator when there are no licensed personnel available to perform elevator work. The licensed elevator contractor may request that the administrator issue temporary elevator mechanic licenses to person certified by the licensed elevator contractor to have an acceptable combination of documented experience and education to perform elevator work without direct and immediate supervision.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	Any person certified by the licensed elevator contractor to have an acceptable combination of documented experience and education to perform elevator work without direct and immediate supervision shall immediately seek a temporary elevator mechanic license from the administrator	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	and shall pay a fee of \$50 per month.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	Each such license shall recite that it is valid for 30 days from the date of issuance and while the person is employed by the elevator contractor who certified the individual as qualified.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	The license shall be renewable	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	as long as the shortage of license holders shall continue.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.06	Emergency And Temporary Mechanics Licenses	(3) For purposes of this Rule, the phrase “acceptable combination of documented experience and education” shall mean at least two years of experience in performing elevator work and the completion of a least 288 hours of Board-approved education relating to the same.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0

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480-8-3-.07	Continuing Education	(1) The renewal of all licenses granted under the provisions of this section shall be conditioned upon the submission of a certificate of completion of course(s) designed to ensure the continuing education of the holder of a License on new and existing provisions of the regulations of the Division.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	Such course(s) shall consist of not less than eight hours of instruction that	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	shall be attended and completed within the year immediately preceding the renewal.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	(2) The course(s) shall be taught by instructors through continuing education providers that may include,	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	but shall not be limited to, association seminars, and labor training programs.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	The Board shall approve the continuing education providers.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	All instructors shall be approved by the Board and are exempt from the requirements of the preceding paragraph with regard to their application for License renewal provided that such applicant was qualified as an instructor at any time during the year immediately preceding the renewal.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	(3) A holder of a License who is unable to complete the continuing education course required under this section prior to the expiration of their License due to a temporary disability may apply for a waiver from the Division. This will be on a form provided by the Division, shall be signed under the pains and penalties of perjury	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	and shall be accompanied by a certified statement from a competent physician attesting to such temporary disability.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	At that time a waiver sticker, valid for 90 days, shall be Issued to such person and affixed to their License. Upon the termination of such temporary disability,	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	such person shall submit to the Division a certified statement from the same physician, if practicable, attesting to the termination of such temporary disability.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	(4) Approved training providers shall keep uniform records, for a period of ten years, of attendance of person holding a License following a format approved by the Division	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0

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480-8-3-.07	Continuing Education	and such records shall be available for Inspection by said Division at its request.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	Approved training providers shall be responsible for the security of all attendance records and certificates of completion;	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.07	Continuing Education	provided, however, that falsifying or knowingly allowing another to falsify such attendance records or certificates of completion shall constitute grounds for suspension or revocation of the approval required under this section.	<a href="#">Code of Ala. 1975, § 25-13-12 (2003).</a>	0
480-8-3-.08	Permits	(1) An application for a permit shall be filed with the department in accordance with Code of Ala. 1975, §25-13-16(d) for all elevator work covered under these rules.	<a href="#">Code of Ala. 1975, § 25-13-6, -16, -20 (2003).</a>	0
480-8-3-.08	Permits	(2) Each application for a permit shall be accompanied by copies of specifications and accurately-scaled and fully-dimensioned plans that clearly indicate location of the elevator in the building; the location of the machinery room and the equipment to be installed, relocated or altered; all structural supporting members, including foundations; and a specification of all materials to be used and all loads to be supported or conveyed.	<a href="#">Code of Ala. 1975, § 25-13-6, -16, -20 (2003).</a>	0
480-8-3-.08	Permits	The plans and specifications shall be sufficiently complete to illustrate all details of construction and design.	<a href="#">Code of Ala. 1975, § 25-13-6, -16, -20 (2003).</a>	0
480-8-3-.08	Permits	(3) The applicable fees shall accompany each permit application.	<a href="#">Code of Ala. 1975, § 25-13-6, -16, -20 (2003).</a>	0
480-8-4-.01	Complaints	A person may file a complaint with the Board by doing so in writing, setting forth a full statement of the facts concerning the alleged infraction of the elevator licensing law or rules. The Secretary or his/her designee shall publish a complaint form on the Alabama Department of Labor website ( <a href="http://www.labor.alabama.gov">www.labor.alabama.gov</a> ) for this purpose.	<a href="#">Code of Ala. 1975, §§ 25-13-13, -20 (2003).</a>	0
480-8-4-.01	Complaints	In the event a complaint is filed with the Board, the Board's investigation shall not be limited to the matter set forth in the request for investigation but may extend to any act coming to the attention of the Board which appears to violate the law or these rules.	<a href="#">Code of Ala. 1975, §§ 25-13-13, -20 (2003).</a>	0
480-8-4-.02	Disciplinary Proceedings	(1) In accordance with Code of Ala. 1975, §25-13-13, the Elevator Safety Review Board may revoke or suspend a license. This shall not preclude the Board from	<a href="#">Code of Alabama 1975, §</a>	0

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		taking lesser steps, including, but not limited to formal reprimand, required education, etc.	<a href="#">25-13-13, -20 (2003).</a>	
<b>480-8-4-.03</b>	Initiating A Complaint Against A Licensee	(1) Form of complaint filing. A person may register a complaint against a mechanic or inspector licensed by the elevator Board by filing a written complaint with the Department of Labor. The written complaint <b>must</b> set forth, at a minimum, the nature, date and place of the alleged violations.	<a href="#">Code of Ala. 1975, §§ 25-13-13, -20 (2003).</a>	0
<b>480-8-4-.03</b>	Initiating A Complaint Against A Licensee	The Board may also initiate a license review procedure on its own motion by filing a complaint with the department. The Secretary or his/her designee <b>shall</b> publish a complaint form on the Alabama Department of Labor website ( <a href="http://www.labor.alabama.gov">www.labor.alabama.gov</a> ) for this purpose.	<a href="#">Code of Ala. 1975, §§ 25-13-13, -20 (2003).</a>	0
<b>480-8-4-.04</b>	Initiating The Investigation	(1) Notice to the Licensee. The department will send written notice of the initiation of an investigation to the licensee against whom the complaint has been filed. The notice <b>shall</b> include a copy of the complaint and a copy of the statute and these rules. The notice will inform the licensee that inquiries or materials regarding the investigation should be addressed to the investigating panel at the address of the department.	<a href="#">Code of Ala. 1975, §§ 25-13-13, -20 (2003).</a>	0
<b>480-8-4-.04</b>	Initiating The Investigation	(3) The inspector assigned to investigate the complaint <b>shall</b> inspect the work which is the subject of the complaint and interview the complainant. The inspector may also meet and interview the licensee at the direction of the Assistant Attorney General or District Attorney assigned to the matter.	<a href="#">Code of Ala. 1975, §§ 25-13-13, -20 (2003).</a>	0
<b>480-8-4-.05</b>	Recommended Action	(1) At the conclusion of the investigation the Assistant Attorney General or District Attorney assigned to the matter <b>shall</b> make a recommendation as to whether formal proceedings should commence against the licensee.	<a href="#">Code of Ala. 1975, §§ 25-13-13, -20 (2003).</a>	0
<b>480-8-4-.05</b>	Recommended Action	(2) If formal disciplinary proceedings are recommended, the Assistant Attorney General or District Attorney <b>shall</b> submit a complaint describing the alleged violations, and the rules or statutes violated, with the recommendation.	<a href="#">Code of Ala. 1975, §§ 25-13-13, -20 (2003).</a>	0
<b>480-8-4-.05</b>	Recommended Action	(3) If the licensee is willing to admit to the charges the Assistant Attorney General or District Attorney may explore the possibility of a stipulated settlement. A stipulated settlement <b>must</b> be approved by the Board.	<a href="#">Code of Ala. 1975, §§ 25-13-13, -20 (2003).</a>	0
<b>480-8-4-.06</b>	Administrative Hearing Procedures	(1) The Board may appoint a person to act on its behalf as Hearing Officer at its administrative hearings. The Hearing Officer <b>shall</b> preside at administrative hearings	<a href="#">Code of Ala. 1975, §§ 25-13-13, -20 (2003).</a>	0

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480-8-4-.06	Administrative Hearing Procedures	and shall rule on all questions of evidence and procedure.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	The Hearing Officer shall admit all evidence that is relevant, material, and which has probative value to the issues under consideration by the Board. Offers of settlement and compromise are not admissible.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	The Hearing Officer shall consider the evidence presented and submit a recommendation to the Board, including: a procedural summary of the case; findings of fact; conclusions of law; and a recommended decision on the issues included in the administrative complaint including, if necessary, suggested administrative punishment pursuant to the charges in the administrative complaint.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	The Hearing Officer's recommendation shall be considered by the Board but is not binding on the Board.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	The Board shall issue an appropriate administrative order modifying, approving, or rejecting the Hearing Officer's recommendation.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	The Board shall issue its orders within thirty (30) days after receipt of the hearing Officer's recommendation.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	If the hearing was conducted by the Board itself, the Board shall issue its order within thirty (30) days after receipt of the court reporter's transcript of the administrative hearing.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	The Board's order in all instances shall include a procedural history of the case, findings of fact, conclusions of law, and its decision regarding the issues contained within the administrative complaint including, if necessary, the appropriate administrative punishment.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	(2) Prior to the taking of witness testimony at the administrative hearing, the Respondent or Respondents shall enter a plea of "guilty" or "not guilty" to each charge contained in the administrative complaint.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0

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480-8-4-.06	Administrative Hearing Procedures	(3) All parties shall be allowed to make a concise opening statement regarding the charges in the administrative complaint, defenses to the administrative complaint, expected testimony and evidence, and any proposed administrative punishment.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	(4) The parties shall be allowed to present evidence by direct and cross-examination.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	The executive director, or a designee acting on behalf of the Investigative Committee, shall present its evidence first followed by the other parties in the order determined by the Board or its Hearing Officer.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	Examination of witnesses shall not be unduly repetitious.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	The testimony of all parties and witnesses shall be made under oath administered by the Board or the Board's Hearing Officer.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	(6) All parties shall be allowed to make a brief closing statement summarizing the evidence presented and regarding the applicability or relevant state law and/or Board rules and regulations.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	(7) All testimony and statements given in the administrative hearing shall be electronically or stenographically recorded.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	Any party wishing to obtain a transcript of the hearing shall make arrangements with the court reporter to receive a copy of the transcript at their own expense.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	(8) The parties shall not be bound by the strict rules of evidence prevailing in the courts.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	Evidence shall be admitted in accordance with the Alabama Administrative Procedures Act, Section 13.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0

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480-8-4-.06	Administrative Hearing Procedures	The administrative complaint and all attachments thereto shall be made a part of the administrative record for consideration by the Board without further authentication.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	(10) All exhibits that are offered into evidence, whether admitted or not, shall be made a part of the administrative record in the case and be included as part of the court reporter's original transcript of the hearing.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	The party who offers each exhibit shall be permitted to substitute a true copy of the exhibit for the original exhibit upon request to and permission by the Board or its Hearing Officer.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	(11) All objections concerning the conduct of the hearing or the admission of evidence may be stated orally or filed in writing during the hearing. The objections and responses thereto shall include a statement of the grounds for the objection and legal authority relied upon.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	The ruling on the objection by the Board or the Board's Hearing Officer shall be made a part of the administrative record of the hearing. Any party may make an offer of proof regarding evidence that is not admitted and may describe the general nature of the evidence offered and not admitted as party of the administrative record of the hearing.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	(12) The Board or the Board's Hearing Officer may allow the parties to submit for consideration a proposed order or recommendation which includes a procedural history, proposed findings of fact, conclusions of law, and any suggested administrative punishment. The parties shall cite the appropriate pages of the hearing transcript for any proposed findings of fact.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.06	Administrative Hearing Procedures	(13) The administrative hearing shall be otherwise conducted in compliance with the provisions and in accordance with the Alabama Administrative Procedures Act, Code of Ala. 1975, §41-22-12, et. seq. and Code of Ala. 1975, §25-13-13.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.07	Administrative Penalties/Fines	(1) In assessing the penalty for code violations the administrator or administrator's designee shall consider the seriousness of the hazard, the number of people exposed to the hazard whether or not the violation was corrected after notification of its existence, and whether the person has been disciplined for the same or similar violation previously.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0

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480-8-4-.07	Administrative Penalties/Fines	<p>When a monetary penalty is assessed the fine shall be as follows:</p> <p>(a) Operating equipment without an operating certificate.            First Offense: \$ 250.00            Further Offenses: \$ 500.00</p> <p>(b) Operating Equipment in unsafe condition.            First Offense: \$ 500.00            Further Offenses: \$1000.00</p> <p>(c) Owner/User not allowing free access for the purpose of inspecting or investigating the equipment.            First Offense: \$ 500.00            Further Offenses: \$1000.00</p> <p>(d) Placing unit back in service, which has been “Red-Tagged” and placed out of service by an inspector, without first having the unit pass inspection.            Any Offense: \$1500.00</p> <p>(e) Turning equipment over for use without a final acceptance inspection.            First Offense: \$ 500.00            Further Offenses: \$1000.00</p> <p>(f) Any installer who installs equipment without a permit.            First Offense: Double Permit Fee (up to \$1500.00)            Further Offenses: Triple Permit Fee (up to \$1500.00)</p> <p>(g) Any other violation of adopted Code, Standards, Rules or Regulations.            First Offense: \$250.00            Further Offenses: \$500.00</p>	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0
480-8-4-.07	Administrative Penalties/Fines	(2) Administrative penalties issued under these rules shall not be construed to limit the authority of the administrator to issue orders, revoke permits, revoke licenses or take any other appropriate enforcement action in addition to the administrative fines.	Code of Ala. 1975, §§ 25-13-13, -20 (2003).	0

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480-8-5-.02	Repair	(1) All preexisting Escalator Emergency Stop Switches shall be in accordance with ASME A17.1 2013 Edition 6.1.6.3.1.	<a href="#">Code of Ala. 1975, §25-13-6 (2003)</a>	0
480-8-5-.02	Repair	Time for repair/upgrade shall be extended two (2) years from the time of the first inspection in which it was noted.	<a href="#">Code of Ala. 1975, §25-13-6 (2003)</a>	0
480-8-5-.02	Repair	The violation shall be noted in the inspection report, but will not be certificate blocking until the two (2) year grace period has elapsed.	<a href="#">Code of Ala. 1975, §25-13-6 (2003)</a>	0

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Rule Citation	Short Description	Regulatory Text	Statutory Authority	# of Discretionary Regulatory Restrictions
<b>Vaccination Exemption</b>				
480-9-1-.02	General Provisions	(1) Alabama employers <b>may not require</b> any employee to receive a vaccination as a condition of employment without providing the employee the opportunity to be exempted from the vaccination for religious or medical reasons.	Alabama Act 2021-561	0
480-9-1-.02	General Provisions	(2) Alabama employers requiring a vaccination as a condition of employment <b>shall</b> be responsible for providing an exemption claim form to all its employees, along with instructions for submitting to the employer.	Alabama Act 2021-561	0
480-9-1-.02	General Provisions	(4) Once a completed exemption claim form is returned to the employer, the employer <b>shall</b> evaluate the request and liberally construe the employee's eligibility for exemption in favor of the employee.	Alabama Act 2021-561	0
		(5) The employer <b>shall</b> exempt vaccination as a condition of employment for any employee who has properly completed and submitted the exemption claim form.	Alabama Act 2021-561	0
480-9-1-.03	Medical Exemptions From Vaccination.	(1) The following medical conditions are <b>required</b> to be exempted from vaccination by the employer: (a) When a health care provider has recommended to the employee that they refuse the COVID-19 vaccination based on current health conditions and medications. Such a claim of exemption <b>must</b> include a signature from a licensed health care provider. (b) When the employee has previously suffered a severe allergic reaction (e.g., anaphylaxis) related to past vaccinations. (c) When the employee has previously suffered a severe allergic reaction related to receiving polyethylene glycol or products containing polyethylene glycol. (d) When the employee has previously suffered a severe allergic reaction related to receiving polysorbate or products containing polysorbate. (e) When the employee has received monoclonal antibodies or convalescent plasma as part of a COVID-19 treatment in the past 90 days. (f) When the employee has a bleeding disorder or is taking a blood thinner. (g) When the employee is severely immunocompromised such that receiving the COVID-19 vaccination creates a risk to their health. (h) When the employee has been diagnosed with COVID-19 in the past 12 months.	Alabama Act 2021-561	0

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480-9-1-.03	Medical Exemptions From Vaccination.	<p>(a) When a health care provider has recommended to the employee that they refuse the COVID-19 vaccination based on current health conditions and medications. Such a claim of exemption <b>must</b> include a signature from a licensed health care provider.</p> <p>(b) When the employee has previously suffered a severe allergic reaction (e.g., anaphylaxis) related to past vaccinations.</p> <p>(c) When the employee has previously suffered a severe allergic reaction related to receiving polyethylene glycol or products containing polyethylene glycol.</p> <p>(d) When the employee has previously suffered a severe allergic reaction related to receiving polysorbate or products containing polysorbate.</p> <p>(e) When the employee has received monoclonal antibodies or convalescent plasma as part of a COVID-19 treatment in the past 90 days.</p> <p>(f) When the employee has a bleeding disorder or is taking a blood thinner.</p> <p>(g) When the employee is severely immunocompromised such that receiving the COVID-19 vaccination creates a risk to their health.</p> <p>(h) When the employee has been diagnosed with COVID-19 in the past 12 months.</p>	Alabama Act 2021-561	0
480-9-1-.04	Religious Exemption From Vaccination	(1) An employer <b>shall</b> grant an exemption from vaccination to any employee who files an exemption claim form affirming that receiving a COVID-19 vaccination conflicts with his or her sincerely held religious beliefs, practices, or observances.	Alabama Act 2021-561	0
480-9-1-.05	Review By Administrative Law Judge	(1) In the event an employer denies a request for exemption, the employer <b>MUST</b> provide the employee with instructions on how to file a request for administrative review with the Department no later than the latter of seven (7) calendar days following the denial of the request for exemption or three (3) business days following the adoption of this administrative rule.	Alabama Act 2021-561	0
480-9-1-.05	Review By Administrative Law Judge	(2) Requests for administrative review <b>shall</b> be filed using the Vaccination Exemption Portal <a href="https://vaxexemption.alabama.gov">https://vaxexemption.alabama.gov</a> .	Alabama Act 2021-561	1
480-9-1-.05	Review By Administrative Law Judge	(3) In requesting an administrative review, the employee <b>shall</b> submit a copy of the denied request form by the employer and	Alabama Act 2021-561	1
480-9-1-.05	Review By Administrative Law Judge	<b>must</b> include a valid email address for both the employee and the employer/employer representative.	Alabama Act 2021-561	1
480-9-1-.05	Review By Administrative Law Judge	(6) Upon receipt by the ALJ of a request for administrative review, the ALJ <b>shall</b> perform an administrative review of the claim of exemption.	Alabama Act 2021-561	0
480-9-1-.05	Review By Administrative Law Judge	<p>In his or her review, the ALJ <b>shall</b> review the exemption claim form and any supporting documentation to confirm the following:</p> <p>(a) The employee has properly selected an appropriate reason for claiming an exemption.</p>	Alabama Act 2021-561	0

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		(b) The employee has provided an appropriate signature and date indicating that they swear or affirm the request is true and accurate and that they understand that false or misleading information is grounds for discipline, up to and including termination from employment. (c) If the employee makes a claim of exemption based on a health care provider's recommendation to refuse the COVID-19 vaccination based on a current health condition and medication, that the licensed Health Care Provider's name, signature, and date is also provided.		
480-9-1-.05	Review By Administrative Law Judge	(7) In the administrative review, the ALJ <b>shall</b> also review all documentation or evidence (including affidavits) submitted by the employer in opposition to the claim of exemption.	Alabama Act 2021-561	0
480-9-1-.05	Review By Administrative Law Judge	(8) There <b>shall</b> be no live hearings granted by the ALJ in reviewing a claim of exemption.	Alabama Act 2021-561	1
480-9-1-.05	Review By Administrative Law Judge	(9) The ALJ <b>shall</b> issue a ruling on the request for exemption within thirty (30) calendar days of receiving all documentation submitted for the administrative review of the claim of exemption.	Alabama Act 2021-561	0
480-9-1-.05	Review By Administrative Law Judge	(10) The ALJ's ruling <b>shall not be required</b> to provide any findings of facts or conclusions of law	Alabama Act 2021-561	0
480-9-1-.05	Review By Administrative Law Judge	but rather <b>shall</b> uphold or reverse the employer's denial of the claim of exemption.	Alabama Act 2021-561	0
480-9-1-.05	Review By Administrative Law Judge	(11) If the ALJ's ruling upholds the denial of the claim of exemption, the ruling <b>shall</b> include instructions that the employee has fourteen (14) calendar days following the ruling in which to appeal to the circuit court of the county of his or her residence.	Alabama Act 2021-561	1