

**RULES
OF
DEPARTMENT OF COMMERCE AND INSURANCE
DIVISION OF FIRE PREVENTION**

**CHAPTER 0780-2-13
MODULAR BUILDING UNITS**

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0780-2-13-.01 DEFINITIONS.

- (1) For purposes of this chapter, unless the context otherwise requires, the definitions of terms contained in Tenn. Code Ann. §68-36-303 are applicable. In addition:
- (a) “Approved construction inspection agency” means an approved inspection agency which is responsible for performing the functions described in rule 0780-2-13-.07.
 - (b) “Approved design review agency” means an approved inspection agency which is responsible for performing the functions described in rule 0780-2-13-.05.
 - (c) “Building system” means model plans, specifications, and documentation for a system or type of modular building unit, or for the foundation, structural, electrical, mechanical, plumbing, gas, fire protection, or other system(s) thereof affecting health and safety.
 - (d) “Closed construction” means any modular building unit, component, assembly, or system manufactured in such a manner that all concealed parts or processes of manufacturing cannot be inspected before installation at the site without disassembly, damage, or destruction.
 - (e) “Compliance assurance program” means the system, documentation, and methods of assuring that modular building units and their components, including the manufacturing, storage, transportation, assembly, handling, and installation thereof, conform to the standards.
 - (f) “Component” means any assembly, sub-assembly, or combination of elements for use as a part of a modular building unit, which may include the structural, electrical, mechanical, plumbing, fire protection, or other system(s) thereof affecting life safety.
 - (g) “Damage” means any impairment, adulteration, or breakage occurring to a modular building unit, or any part thereof, that causes it not to comply with the standards.
 - (h) “Dealer” means any person engaged in the sale, brokerage or distribution, by consignment or otherwise, of modular building units or components to persons who in good faith purchase such units or components for purposes other than resale.

(Rule 0780-2-13-.01, continued)

- (i) “Installer” means any person engaged in the assembly of modular building units on-site or the process of affixing components to land, a foundation, footings, utilities, or an existing building.
- (j) “Label” means an insignia approved by the Department for certifying compliance with the standards.
- (k) “Manufacturer” means any person engaged in the process of making, fabricating, constructing, forming, assembling, or reassembling modular building units or components from raw, unfinished, semi-finished, or finished materials.
- (l) “Model” means a specific design of modular building unit which is based upon size, room arrangement, method of construction, location, arrangement or size of plumbing, mechanical, or electrical equipment and systems therein in accordance with plans and specifications submitted to an approved design review agency.
- (m) “Open construction” means any modular building unit, component, assembly, or system manufactured in such a manner that all portions can be readily inspected at the site without disassembly, damage, or destruction.
- (n) “Person” means any individual, firm, association, partnership, or corporation.
- (o) “Site” means the location on which a modular building unit is installed or is to be installed.
- (p) “Standards” means the standards for the construction and installation of modular building units established by rule 0780-2-13-.02.
- (q) “Standard design” means any modular building unit, component, model or series intended for duplication or repetitive manufacture.
- (r) “System prototype” means a specific design or modular building unit designated by the manufacturer to be the standard for imitation reproduction. A system prototype may include options that do not affect the performance function of any system.

Authority: T.C.A. §§68-36-302 through 68-36-305, 68-102-113, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.02 STANDARDS.

- (1) Unless otherwise provided by applicable law or the provisions of this chapter, the standards for the construction and installation of modular building units in the State of Tennessee shall be those prescribed in:
 - (a) The National Electrical Code, 2002 edition, published by the National Fire Protection Association (NFPA), 1 Batterymarch Park, Quincy, Massachusetts, 02269-9109;
 - (b) The International Building Code, 2003 edition, published by the International Code Council, Incorporated (ICC), Birmingham Regional Office, 900 Montclair Road, Birmingham, Alabama 35213-1206;
 - (c) The International Mechanical Code, 2003 edition, published by the ICC;
 - (d) The International Fuel Gas Code, 2003 edition, published by the ICC;
 - (e) The International Plumbing Code, 2003 edition, published by the ICC;

(Rule 0780-2-13-.02, continued)

- (f) The International Energy Conservation Code, 2003 edition, published by the ICC;
 - (g) The Tennessee Public Buildings Accessibility Act, Tenn. Code Ann., Title 68, Chapter 120, Part 2 (Tenn. Code Ann. §68-120-201, et seq.), where applicable; and
 - (h) Safety Glazing Materials, Tenn. Code Ann., Title 68, Chapter 120, Part 3 (Tenn. Code Ann. §68-120-301 et seq.); where applicable.
 - (i) In the event of a conflict or inconsistency among the codes herein adopted by reference, the more stringent code provision shall prevail.
- (2) In lieu of the codes listed in subparagraphs (1)(b) through (1)(e) and (1)(i) above, the 2003 edition of the International Residential Code for One and Two Family Dwellings, published by the ICC, may be used for any “dwelling” (as defined therein) covered by such code.
 - (3) This rule shall not be construed as adopting any provision of the cited publications which establishes:
 - (a) An optional or recommended, rather than mandatory, standard or practice, or
 - (b) Any agency, procedure, fees, or penalties for administration or enforcement purposes.

Authority: T.C.A. §§68-102-113 and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed November 20, 1987; effective January 4, 1988. Amendment filed October 2, 1989; effective January 29, 1990. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.03 LICENSES.

- (1) No person shall engage in business as a manufacturer of modular building units for sale or installation in the State of Tennessee without first having obtained a manufacturer’s license from the Department.
 - (a) No person shall engage in business as a dealer of modular building units in the State of Tennessee without first having obtained a dealer’s license from the Department.
 - (b) No person shall engage in business as an installer of modular building units in the State of Tennessee without first having obtained an installer’s license from the Department.
- (2) A separate license shall be required for each manufacturing facility operated by a manufacturer, or place of business operated by a dealer or installer under this chapter.
- (3) An application for a license required hereunder shall be submitted on the form prescribed by the Department, and accompanied by a non-refundable applications fee as follows:

Manufacturer.....	\$100.00
Dealer.....	\$100.00
Installer	\$100.00

- (4) The application shall include the following information:
 - (a) Name and address of the applicant;
 - (b) Ownership and management of the applicant’s business;
 - (c) The applicant’s experience in modular building unit manufacturing, sales, or installation;

(Rule 0780-2-13-.03, continued)

- (d) Any manufacturer’s, dealer’s or installer’s licenses held by the applicant in this or another state; and
- (e) Any disciplinary action affecting any such licenses.
- (5) The Department shall be notified in writing of any change in the information furnished in an application within thirty (30) days of such change.
- (6) The Department shall issue a license to qualified applicants upon receipt of the appropriate license fee as follows:

Manufacturer.....	\$1000.00
Dealer.....	\$500.00
Installer	\$250.00

- (7) Any manufacturer, dealer or installer who commences business in this state prior to obtaining a license shall be required to pay one-half (1/2) of the license fee, in addition to the fee established in paragraph six (6) of this rule, for issuance of an original license.
- (8) All licenses issued hereunder shall expire on June 30th of each year and are invalid from that date onward unless renewed.
- (9) An application for renewal of a license shall be submitted on the form prescribed by the Department, and accompanied by the appropriate renewal fee as follows:

Manufacturer.....	\$ 500.00
Dealer.....	\$ 250.00
Installer	\$ 150.00

- (10) Any manufacturer, dealer or installer who fails to renew such manufacturer’s, dealer’s or installer’s license on or before its expiration date and until August 31 shall be required to pay one-half (1/2) of the license fee, in addition to the fee established in paragraph (9) of this rule.
- (11) Any manufacturer, dealer or installer who has failed to renew his or her manufacturer’s, dealer’s or installer’s license as of September 1 of each year shall be required to apply for a new license as prescribed in paragraph (6) of this rule.
- (12) Any change of ownership shall require a new license.
- (13) Any applicant for a license as a manufacturer, dealer or installer of modular building units shall furnish a surety bond executed by the applicant (as principal) and by a surety company qualified to do business in this state (as surety).

- (a) Each bond shall be executed to the Department in favor of any person who suffers loss or damage resulting from code-related non-compliance with the Tennessee Modular Building Act or the rules duly promulgated thereunder by such manufacturer, dealer or installer.

- (b) The bond shall be in the following amounts:

Manufacturer	one hundred thousand dollars (\$100,000.00)
Dealer	fifty thousand dollars (\$50,000.00)
Installer.....	twenty-five thousand dollars (\$25,000.00)

(Rule 0780-2-13-.03, continued)

- (c) Each bond shall cover code-related non-compliances occurring during the license period. A new bond or proper continuation certificate shall be submitted with each application for license renewal. The aggregate liability of the surety for code-related non-compliances occurring in each license year shall in no event exceed the amount of the bond for that year.
- (d) A separate bond shall be required for each place of business operated by a manufacturer, dealer or installer.

Authority: T.C.A. §§68-102-113 and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.04 APPROVAL OF DESIGN REVIEW AGENCIES.

- (1) No person shall act as a design review agency under this Chapter without a valid letter of approval from the Department.
- (2) An application for approval as a design review agency shall be submitted on the form prescribed by the Department. The applications shall be accompanied by:
 - (a) A non-refundable original application fee of five hundred dollars (\$500.00); and
 - (b) A prospectus describing X
 - 1. the applicant's qualifications to review plans, specifications, and building systems of modular building units or components for compliance with the standards;
 - 2. the education and qualifications of the employees who would conduct the actual reviews of plans, specifications, and building systems;
 - 3. the management and professional personnel (including an architect or engineer duly registered in the State of Tennessee) responsible for compliance with the provision of this Chapter;
 - 4. the applicant's experience in third party design review;
 - 5. the applicant's organizational structure; and
 - 6. the relationship which the applicant would establish with approved construction inspection agencies to ensure that modular building units and components are produced in accordance with the standards.
- (3) The Department shall be notified in writing of any change in the information furnished in an application within thirty (30) days of such change.
- (4) The Department shall issue a letter of approval to qualified applicants.
- (5) All approvals issued under this rule shall expire on June 30 of each year.
- (6) An application for renewal of an approval shall be submitted on the form prescribed by the Department, and accompanied by a non-refundable renewal application fee of two hundred and fifty dollars (\$250.00).

Authority: T.C.A. §§68-36-302 through 68-36-305, 68-102-113, 68-126-302, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.05 RESPONSIBILITIES OF APPROVED DESIGN REVIEW AGENCIES.

- (1) Each approved design review agency shall discharge the following responsibilities:
 - (a) Investigation, evaluation, testing, review, and if justified, approval of the standards of each model building system (or amendment thereto) submitted by the manufacturer(s) which such agency serves;
 - (b) Investigation, evaluation, and, if justified, approval of the compliance assurance program (or amendment thereto) relating to the manufacture of modular building units and components described in each set of building system documentation submitted to such agency;
 - (c) Preparation and periodic revision, as necessary, of the building system approval report for each set of approved building system documentation and related compliance assurance program; and
 - (d) Preparation of all reports which the Department may reasonably require in carrying out its responsibilities under this Chapter.
- (2) An approved design review agency shall not perform any consulting engineering services relating to modular building units or components for any manufacturer which such agency serves.

Authority: T.C.A. §§68-36-302 through 68-36-305, 68-102-113, 68-126-302, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.06 APPROVAL OF CONSTRUCTION INSPECTION AGENCIES.

- (1) No person shall act as a construction inspection agency under this Chapter without a valid letter of approval from the Department.
- (2) An application for approval as a construction inspection agency shall be submitted on the form prescribed by the Department. The application shall be accompanied by:
 - (a) A non-refundable original application fee of five hundred dollars (\$500.00);
 - (b) A prospectus describing:
 1. the applicant's qualifications to inspect equipment systems;
 2. the education and qualifications of the employees who would conduct the actual inspections;
 3. the applicant's experience in third party inspections;
 4. the applicant's organizational structure;
 5. the relationship which the applicant would establish with approved design review agencies to ensure that modular building units and components are produced in accordance with the standards; and
 - (c) Proof that all employees who conduct inspections have certifications from at least one (1) of the following nationally recognized code organizations:
 1. National Fire Protection Association (NFPA); or

(Rule 0780-2-13-.06, continued)

2. International Code Council (ICC);
 3. Southern Building Code Congress International (SBCCI);
 4. Building Officials and Code Administrators International (BOCA); or
 5. International Conference of Building Officials (ICBO).
- (3) The Department shall be notified in writing of any change in the information furnished in an application within thirty (30) days of such change.
 - (4) The Department shall issue a letter of approval to qualified applicants.
 - (5) All approvals issued under this rule shall expire on June 30 of each year.
 - (6) An application for renewal of an approval shall be submitted on the form prescribed by the Department prior to expiration, and accompanied by a non-refundable renewal application fee of two hundred and fifty dollars (\$250.00).

Authority: T.C.A. §§68-102-113, 68-126-302, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.07 RESPONSIBILITIES OF APPROVED CONSTRUCTION INSPECTION AGENCIES.

- (1) Each approved construction inspection agency shall discharge the following responsibilities:
 - (a) Monitoring the compliance assurance program of each manufacturer which such agency serves;
 - (b) Verifying that modular building units and components have been manufactured pursuant to approved building system documentation and an approved compliance assurance program;
 - (c) Authorizing the attachment of labels to such modular building units and components; and
 - (d) Preparing all reports which the Department may reasonably require in carrying out its responsibilities under this Chapter.
- (2) Initial Plant Certification Inspection.
 - (a) No label shall be affixed to any modular building unit or component until the approved construction inspection agency has completed an initial plant certification inspection of the manufacturer's facility. The initial plant certification inspection for manufacturers located outside the State of Tennessee must be performed on the first unit designated for placement in the State of Tennessee. The initial plant certification inspection for manufacturers located inside the State of Tennessee must be performed on the first unit placed into production.
 - (b) The initial plant certification inspection shall consist of a complete evaluation of the manufacturer's adherence to its compliance assurance program and capability of producing a unit, including any component(s), in accordance with the approved building system.
 - (c) The approved construction inspection agency shall become familiar with every aspect of the manufacturer's approved building system and compliance assurance program.
 - (d) The approved construction inspection agency shall make a complete inspection of the manufacture of at least one modular building unit and any component(s) pertaining to that particular unit throughout all of the operation in the facility. If the first unit inspected or any

(Rule 0780-2-13-.07, continued)

component(s) pertaining to that particular unit fails to conform to the standards, additional units and component(s) shall be similarly inspected until the agency is satisfied that the manufacturer is complying with the approved building system and the standards.

- (3) Plant Certification Report. If, on the basis of the initial plant certification inspection, the approved construction inspection agency determines that the manufacturer is in compliance with its approved building system, compliance assurance program, and the standards, the agency shall prepare and forward to the Department a certification report. The certification report shall include:
- (a) The name and address of the manufacturing facility;
 - (b) The name of the approved design review agency which approved the manufacturer's building system and compliance assurance program, and the dates of approval;
 - (c) The names and titles of the inspection agency personnel performing the initial plant certification inspection;
 - (d) The serial numbers of the modular building units or components inspected;
 - (e) A full report of all inspections conducted, nonconformities observed and corrective actions taken;
 - (f) The date of certification; and
 - (g) The Tennessee modular label number(s) assigned to the unit.
- (4) Frequency of Inspections.
- (a) After initial plant certification, the approved construction inspection agency shall inspect:
 - 1. each modular building unit or component in at least one stage of construction; and
 - 2. every stage of construction during the course of each inspection visit to a manufacturing facility.
 - (b) The Department may waive compliance with a compliance assurance program at the request of the manufacturer. Upon the grant of such waiver, the manufacturer shall have each modular building unit or component which it produces completely inspected by an approved construction inspection agency.
 - (c) The approved construction inspection agency shall conduct unannounced inspections at the manufacturing site to review any aspects of the manufacturing process.
 - (d) Nothing in this paragraph shall preclude an approved construction inspection agency from conducting inspections at a greater frequency than the minimum prescribed herein if, in the agency's professional judgment, such action is necessary to discharge its responsibilities properly. In determining the appropriate frequency of inspection for any manufacturer, an approved construction inspection agency should consider such factors as:
 - 1. the production volume of the factory;
 - 2. the complexity of the design;
 - 3. the qualifications of the manufacturer's quality control personnel; and

(Rule 0780-2-13-.07, continued)

4. the experience record of the manufacturer.

Authority: T.C.A. §§68-36-302 through 68-36-305, 68-102-113, 68-126-302, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.08 COMBINED AGENCIES. Nothing in this Chapter shall preclude the Department from approving a qualified person as both a Design Review and Construction Inspection agency. The Design Review Agency and the Construction Inspection Agency need not be the same agency. However, a manufacturing facility may not have multiple Design Review Agencies or multiple Construction Inspection Agencies at the same time.

Authority: T.C.A. §§68-102-113, 68-126-302, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.09 BUILDING SYSTEMS AND COMPLIANCE ASSURANCE PROGRAMS.

- (1) Approval Required.
 - (a) No modular building unit or component shall be manufactured for sale or installation in this state until the building system and compliance assurance program therefor have been approved by an approved design review agency.
 - (b) Separate approval of a building system and compliance assurance program must be obtained for each manufacturing facility at which the manufacturer intends to produce modular building units or components.
 - (c) The manufacturer shall submit three (3) copies of proposed building system and compliance assurance program documentation to an approved design review agency in the manner prescribed in this rule.
- (2) Submission of Building Systems.
 - (a) General Requirements.
 1. A model building system shall bear the name, address, phone number, fax number, signature, date and seal of the responsible architect and/or engineer, duly registered in the State of Tennessee, certifying that the model building system complies with applicable standards. The model building system must be sealed in accordance with the statutes and rules concerning the practice of architecture and engineering in Tennessee.
 2. All documents submitted shall indicate the manufacturer's name, office address, e-mail address, telephone number, fax number and the address of the manufacturing facility. Where a manufacturer operates more than one facility, each facility shall be assigned a sequential plant number and all documentation shall include the appropriate plant number.
 3. The manufacturer shall submit plans showing all elements relating to specific systems on properly identifiable separate sheets. All sheets shall contain the plan number (identified as "plan number") assigned by the architect or engineer and a blank rectangular space near the title box for the approved design review agency's stamp of approval. The above mentioned plan number shall identify the manufacturer by using the initials of the manufacturer's company name and sequential numbering for each submittal. All Compliance Assurance (CA) Manual revisions will be assigned a sequential revision number.

(Rule 0780-2-13-.09, continued)

4. All work to be performed on-site, including location and connection of all equipment, appliances and systems, including fire protection sprinkler systems and commercial hood and duct systems, shall be identified and distinguished from work to be performed in the manufacturing facility.
 5. The nature, grade, and quality of all materials shall be specified.
 6. Design drawings, details, calculations and test reports shall be submitted when required.
 7. Design drawings and details shall be drawn to scale, dated, and identified. The number of sheets in each set shall be indicated in an index on the cover sheet.
 8. Floor plans shall indicate the location of the Tennessee modular label(s) and manufacturer's data plate.
 9. Floor plans shall also identify the use of all rooms and spaces by name and/or number.
 10. A properly completed submittal form and fee (Rule 0780-2-13-.09 (4) (b)) shall be submitted for each compliance assurance manual, model, plan, design specification or revision.
- (b) Required construction details for each set of model plans.
1. The building system for a modular building unit shall provide or show, but not be limited to, the following details, including the method of their testing or evaluating (or both);
 - (i) General.
 - (I) Details and methods of installation of modular building units or components on foundations and/or to each other.
 - (II) All exterior elevations.
 - (III) Cross sections as necessary to identify major building components.
 - (IV) Details of flashing, such as at openings and at penetrations through roofs and sub-component connections. Indicate flashing material and gauge to be used.
 - (V) Attic access and attic ventilation.
 - (VI) Exterior wall, roof and soffit material as well as finish.
 - (VII) Interior wall, floor and ceiling finish material.
 - (VIII) Tenant separation walls.
 - (IX) Sizes, locations and types of doors and windows, and a complete hardware schedule.
 - (X) Recommended foundation plans, vents, and under-floor access.
 - (XI) Insulation value for water, piping, air ducts, walls, attic flues, and ground flues (if above grade).

(Rule 0780-2-13-.09, continued)

- (XII) Information contained in the manufacturer's data plate.
- (ii) Component Usage.
 - (I) Occupancy classification.
 - (II) Area, height and number of stories.
 - (III) Type of construction.
 - I. Construction Type
 - II. Sprinklered or Unsprinklered
 - (IV) Fire resistance ratings.
 - (V) Occupant load.
- (iii) Space and Fire Safety.
 - (I) Detail of fire resistance rated assemblies, and all application instructions for all stairway enclosures, doors, including door frames, hardware and other accessories, walls, tenant separation walls, floors, ceilings, partitions, columns, roof, and shaft enclosures.
 - (II) Details as to width of all aisles, exits, corridors, passageways, and stairway enclosures.
 - (III) Flame spread and smoke development classification of finished materials.
 - (IV) Fire stopping details, and all application instructions for penetrations of all rated construction.
- (iv) Structural.
 - (I) Engineer's calculations of structural members, framing, and foundation, where appropriate.
 - (II) Design soil bearing value.
 - (III) Structural and framing details of all floors, walls, and roof.
 - (IV) Details and stress diagrams of roof trusses.
 - (V) Details of reinforcing steel.
 - (VI) Complete loading schedule, including roof, handrail, guardrail, floor, wind, snow, and seismic loading.
 - (VII) Column loads and column schedule.
 - (VIII) Lintel schedule.
 - (IX) Size, spacing, and details of all structural elements.

(Rule 0780-2-13-.09, continued)

- (X) Grade or quality of all structural elements (lumber, steel, etc.).
 - (XI) Elevation of structural elements, walls, or sections thereof, providing resistance to vertical loads or lateral forces.
 - (XII) Complete details of all structural connections.
- (v) Mechanical.
- (I) Separate floor plan(s) with the location of all equipment and appliances. Indicate equipment and appliances listed or labeled by approved agencies.
 - (II) Heat gain and loss calculations.
 - (III) Manufacturer's name, make, model, number, BTU, input rating of all equipment and appliances, as appropriate, or the equivalent thereof.
 - (IV) Duct and register locations, sizes, and materials.
 - (V) Clearances from combustible material or surfaces for all ducts, flues, and chimneys.
 - (VI) Method of providing required combustion air and return air.
 - (VII) Location, size, and weight of flues, vents, and chimneys and clearances from air intakes and other vents and flues.
 - (VIII) Details regarding dampers in duct penetrating fire separations.
 - (IX) Complete drawings of fire sprinkler system, standpipe system, and fire alarm system. Site water flow requirements are subject to the local authority having jurisdiction.
 - (X) Detail of elevator or escalator system, including method of emergency operation.
- (vi) Plumbing.
- (I) Separate floor plan(s) and/or schematic drawing(s) of the plumbing layout, including, but not limited to, size of piping, fittings, traps and vents, cleanouts and valves, of gas, water, waste and drainage system(s).
 - (II) Plumbing materials, and location of all equipment and appliances to be used. Indicate the fixture unit capacity of the system(s) and make, model, and rating/capacity of equipment and appliances. Indicate equipment and appliances listed or labeled by approved agencies.
 - (III) Make and model of safety controls (such as for water heaters), their location, and whether listed or labeled by approved agencies.
 - (IV) Method of supporting piping and intervals of support.
 - (V) Location, size and height of vents above roofs and required clearances, including, but not limited to, clearances from air intakes, other vents, and flues.

(Rule 0780-2-13-.09, continued)

- (VI) Location and methods of penetration of piping through load-bearing structural members.
- (VII) Methods of testing.
- (vii) Electrical.
 - (I) Separate floor plan(s) with single line diagram of the entire electrical installation.
 - (II) Load calculations for service and feeders.
 - (III) Sizes of all feeders and branch circuits.
 - (IV) Size, rating, and location of main disconnect/overcurrent protective devices.
 - (V) Method of interconnection between modular building units or components and location of connections.
 - (VI) Location of all outlets and junction boxes.
 - (VII) Method of mounting fixtures and wiring installations.
- 2. The requirements of this subparagraph (b) shall apply to building systems for components only to the extent deemed necessary by the approved design review agency or the Department to permit proper evaluations of such components.
- (3) Submission of Compliance Assurance Programs.
 - (a) General Requirements.
 - 1. It is the responsibility of the manufacturer to X
 - (i) execute every aspect of its compliance assurance program; and
 - (ii) take any required corrective action with respect to such program.
 - 2. The manufacturer shall cooperate with the approved construction inspection agency by providing such agency with all necessary reports, information, documents, records, facilities, equipment samples, and other assistance for assuring compliance.
 - 3. An application for approval of a compliance assurance program shall be submitted in the form of a compliance assurance manual containing complete documentation of all the compliance assurance activities of the manufacturer. The manual shall include an index, and shall treat in detail the following material:
 - (i) Organizational Structure.
 - (I) An organizational structure (including names, training, and qualifications of responsible officers and employees) for implementing and maintaining the compliance assurance program, and its functional relationship to other elements of the manufacturer's organizational structure. The personnel in charge of the compliance assurance program must be independent of the production department.

(Rule 0780-2-13-.09, continued)

- (II) A uniform system of audit (in-depth analysis of program effectiveness and means to identify deficiencies) to monitor program performance periodically.
 - (III) Complete and reliable records of manufacturing and site operations (if any). (Suitable means of storage, preservation, and accessibility of copies of forms to be utilized shall be included.)
 - (IV) A system to control changes in production or inspection procedures.
 - (V) A system to assure that working drawings and specifications, working instructions and standards, procurement documents, etc., conform to the approved building system.
 - (VI) A serial numbering system for modular building units or components.
 - (VII) The method of storing, handling, issuing, attaching, and accounting for all labels to assure that they are attached only to modular building units or components manufactured pursuant to an approved building system and inspected pursuant to an approved compliance assurance program.
 - (VIII) A procedure for periodic revision of the manual.
- (ii) Materials Control.
 - (I) Procedures to assure effective control over procurement sources to ensure that materials, supplies, and other items used in production and site operations (if any) conform to the approved building system.
 - (II) Procedures for inspection of materials, supplies, and other items at the point of receipt.
 - (III) Method of protection of materials, supplies, and other items against deterioration prior to their incorporation in the labeled modular building unit or component.
 - (IV) Provision for disposal of rejected materials, supplies, and other items.
 - (iii) Production Control.
 - (I) Procedures for timely remedial and preventive measures to assure product quality.
 - (II) Provision, maintenance, and use of testing and inspecting equipment to assure compliance with the approved building system.
 - (III) Provision for frequency of sampling inspections.
 - (IV) Provision of necessary authority to reject defective work and carry out compliance assurance functions, notwithstanding any conflict with production department goals and needs.
 - (V) A schematic detail of the manufacturing operation showing the location of inspection stations and hold points for mandatory inspection characteristics.

(Rule 0780-2-13-.09, continued)

- (VI) Inspection and test procedures, including accept/reject criteria and mandatory inspection characteristics.
- (VII) Standards of workmanship.
- (VIII) Provision for disposal of rejects.
- (iv) Finished Product Control.
 - (I) Procedure for final inspection of all modular building units or components before shipment to the site or storage point, including identification and labeling.
 - (II) Procedure for handling and storing all finished modular building units or components, both at the manufacturing plant or other storage point and after delivery to the site.
 - (III) Procedure for packing, packaging, and shipping operations and related inspections.
- (v) Installation Control.
 - (I) Installation procedures, including component placement, equipment, and procedures, field erection and finishing work, utility connection instructions, and all appropriate on-site inspection criteria and test descriptions.
 - (II) Organization provisions for field repair and disposal of rejects.
- (4) Review and Approval.
 - (a) The approved design review agency shall evaluate the building system and compliance assurance program documentation to determine compliance with the standards. Such agency may require tests to determine whether a building system or compliance assurance program meets the standards if that determination cannot be made from evaluation of plans, specifications, and documentation alone.
 - (b) The approved design review agency shall approve the manufacturer's building system and compliance assurance program when it determines that they meet these standards. Within thirty (30) days of approval, such agency shall forward to both the manufacturer and Department a complete copy of the approved building system and compliance assurance program documentation. Each set of model plans or compliance assurance manual submittal to the Department shall be accompanied by a filing fee of one hundred dollars (\$100.00).
 - (c) All modular building unit model plans must be filed with the Department prior to commencement of construction of the modular building unit. The construction inspection agency must not inspect, or allow a Tennessee modular label to be affixed to, any Tennessee modular building unit for which plans have not been received and filed with the Department.
- (5) Amendments. The procedures set out in this rule for submission, review, and approval of building systems and compliance assurance programs shall be followed with regard to proposed amendments thereto.
- (6) Variations.

(Rule 0780-2-13-.09, continued)

- (a) No approved building system (or amendment thereto) shall be varied in any way without prior authorization by the approved design review agency and the documentation of such prior authorization being received and filed by the Department.
 - (b) All approved variations shall be made a part of the written record of the approval of the building system.
- (7) Withdrawal of Approval.
- (a) The Department or approved design review agency may withdraw the approval of any building system or compliance assurance program if:
 - 1. Such approval was granted in error;
 - 2. Such approval was granted on the basis of incorrect information; or
 - 3. Such building system or compliance assurance program fails to comply with the provisions of this chapter.
 - (b) The Department or agency instituting withdrawal of approval shall notify the manufacturer in writing within ten (10) days of the effective date of such withdrawal. Such notice shall clearly set forth the reasons for the withdrawal of approval.
 - (c) Upon such withdrawal of approval, the manufacturer shall not attach a label to any modular building unit or component manufactured pursuant to the building system or compliance assurance program whose approval was withdrawn. However, the department or approved construction inspection agency may thereafter label such units or components as it determines to be in compliance with the standards after a complete inspection.
 - (d) The manufacturer shall return all unused labels allocated for modular building units or components to the Department within thirty (30) days after the effective date of withdrawal of approval of the building system or compliance assurance program pursuant to which such units or components are manufactured. The manufacturer shall also return to the Department all labels which it determines for any reason are no longer needed.

Authority: T.C.A. §§68-36-302 through 68-36-305, 68-102-113, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.10 DATA PLATES.

- (1) The manufacturer shall place directly or by reference on one or more permanent data plates the following information:
 - (a) The manufacturer's name and address;
 - (b) The manufacturer's serial number of the unit or component;
 - (c) The modular label number(s);
 - (d) The date of manufacture;
 - (e) The name of the manufacturer and the model designation of each major factory-installed appliance; and

(Rule 0780-2-13-.10, continued)

- (f) The title and edition of each applicable nationally recognized code with which the unit or component complies.
- (2) The data plate(s) shall also include the following information, if required by the standards:
 - (a) Identification of permissible type of gas for appliances and directions for water and drain connection;
 - (b) Snow, wind, seismic, and other live loads;
 - (c) Electrical ratings - instructions and warnings on voltage; and
 - (d) Special conditions or limitations on use of the unit or component, including unsuitability for areas in which specified environmental conditions prevail.
- (3) The data plate(s) shall be attached to the modular building unit or component in the vicinity of the electrical distribution panel, or in some other location where it will be readily accessible for inspection.
- (4) If, in the opinion of the Department, the shape or size of a component is such that a data plate cannot be attached to it permanently, the information required by this rule may be placed X
 - (a) In a manual crated with the component, if such information will be needed by future occupants of the building; or
 - (b) On a tag attached to the crate in which the component is shipped, if such information will not be needed by future occupants of the building. If life safety is affected, the item in question shall be plainly designated.
- (5) The manufacturer shall keep a permanent record of the completed data plate on every modular building unit produced.

Authority: T.C.A. §§68-36-302 through 68-36-305, 68-102-113, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.11 LABELS.

- (1) The Tennessee modular building label shall be permanently attached, by means of four (4) pop rivets or drive screws, on a permanent non-removable building component in a visible location as shown on the approved model building system. A Tennessee modular building label shall be attached to each transportable modular building unit and all components accepted as having been manufactured in accordance with the standards.
- (2) The Department will supply labels to approved construction inspection agencies upon request. Each label will be numbered, and will bear the following statement:

This modular building unit or component has been manufactured and inspected in accordance with the Tennessee Modular Building Act and rules promulgated thereunder. Unauthorized removal of this label is prohibited.
- (3) The approved construction inspection agency and the manufacturer shall keep permanent records of the handling of all labels. A copy of such records shall be sent to the Department upon request. The records shall specify at least:

(Rule 0780-2-13-.11, continued)

- (a) The modular label number(s) attached to modular building units or components;
 - (b) Each unit or component to which a label has been attached, and the number of such label;
 - (c) The disposition of any damaged or rejected labels; and
 - (d) The location and custody of all unused labels.
- (4)
- (a) The fee for each label to be attached to a modular building unit or component shall be fifty dollars (\$50.00).
 - (b) The fee for replacement of a lost, damaged, or removed label shall be fifty dollars (\$50.00) per label.
 - (c) The approved construction inspection agency shall collect all label fees from the manufacturer before assigning labels for attachment in a plant.
 - (d) Label fees shall be paid by check or money order made payable to the State of Tennessee, Department of Commerce and Insurance.
 - (e) The approved construction inspection agency shall forward all payment for labels to the Department within ten (10) days after receipt of such payment.
- (5)
- (a) Units and components shall be labeled at the time of construction prior to leaving the manufacturing facility's production line, and prior to being placed on the facility yard.
 - (b) Once a unit or component has been labeled, no person may remove the label without obtaining prior authorization, in writing, from the Department.
 - (c) Manufacturers operating more than one facility may not transfer any labels without obtaining prior authorization, in writing, from the Department.

Authority: T.C.A. §§68-102-113 and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed November 20, 1987; effective January 4, 1988. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.12 ALTERATIONS OF LABELED UNITS.

- (1) No modular building unit or component bearing a label shall be modified prior to or during installation unless an approved design review agency has approved the modification and obtained prior written approval from the Department.
- (2) An approved construction inspection agency must inspect any modified component wherever it is located. Such inspection may include such tests or destructive or non-destructive disassembly as such agency deems necessary to assure compliance with this chapter.

Authority: T.C.A. §§68-36-302 through 68-36-305, 68-102-113, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.13 REMOVAL OF LABELS.

- (1) The Department or an approved inspection agency shall remove or cause to be removed any labels from modular building units or components found not to comply with the manufacturer's approved building system or approved compliance assurance program.

(Rule 0780-2-13-.13, continued)

- (2) The Department or agency instituting removal of a label shall send the manufacturer a written notice setting forth the reasons for such removal within ten (10) days thereafter.

Authority: T.C.A. §§68-36-302 through 68-36-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986.

0780-2-13-.14 INSTALLATION PROCEDURES.

- (1) The installation of a modular building unit or component shall conform to the specifications contained in the manufacturer's approved building system.
- (2) The manufacturer or dealer shall furnish the installer and affected local government with a complete set of installation specifications at least ten (10) days prior to the commencement of installation work.

Authority: T.C.A. §§68-36-302 through 68-36-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986.

0780-2-13-.15 LOCAL GOVERNMENT PROCEDURES.

- (1) A local government may require, and charge a fee for, a building permit prior to the installation of a modular building unit or component. If requested by the local government, an applicant for such permit shall furnish:
 - (a) A statement, signed by the applicant or his agent (with the appropriate address), that the work to be performed under such permit will include the installation of a labeled modular building unit or component in accordance with the provisions of this Chapter; and
 - (b) A true copy of the approved building system pursuant to which the modular building unit or component was or is to be manufactured (unless that information has previously been furnished to such local government).
- (2) A local government may inspect site preparation work and foundations, as well as the structural, mechanical, plumbing, and electrical connection(s) among modular building units, for compliance with applicable law.

Authority: T.C.A. §§68-36-302 through 68-36-305, 68-102-113, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.16 DEPARTMENT FUNCTIONS.

- (1) Inspections and Monitoring.
 - (a) The Commissioner and his authorized representatives may, at reasonable hours and without advance notice:
 1. inspect any activities carried on by a manufacturer, dealer, or installer which are regulated under this chapter; and
 2. monitor the performance of any approved inspection agency in order to determine whether it is properly discharging its responsibilities under this chapter.
 - (b) With respect to any monitoring conducted pursuant to subparagraph (a)2. above, the Department will:

(Rule 0780-2-13-.16, continued)

1. Keep on file in its offices a report of its findings;
 2. Send a copy of such report to any affected approved inspection agency; and
 3. Notify such agency of any deficiencies and the time by which they must be corrected.
- (2) Technical Services.
- (a) Upon request, the Department will provide clarification in the field of technical data relating to the application of the standards.
 - (b) The fee for field technical services by the Department shall be twenty dollars (\$20.00) per man-hour, plus all necessary expenses in accordance with the comprehensive travel regulations as promulgated by the Department of Finance and Administration and approved by the Attorney General. The minimum time billed shall be four (4) hours.
- (3) Damaged Units or Components.
- (a) The Department will require any damaged modular building unit or component to be brought into compliance with the standards promptly. If any such unit or component is not brought into compliance within a reasonable time, or if it is so damaged that it cannot be brought into compliance, the Department will order that label be removed from such unit or component.
 - (b) Irreparably damaged modular building units or components shall be disposed of in accordance with applicable law.

Authority: T.C.A. §§68-36-302 through 68-36-305, 68-102-113, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.17 DISCIPLINARY PROCEEDINGS.

- (1) The Commissioner may refuse to issue or renew, or suspend or revoke, any license to act as a manufacturer, dealer, or installer, or any approval to act as an inspection agency, on any of the following grounds:
 - (a) Obtaining or attempting to obtain such license or approval by fraud or misrepresentation;
 - (b) Violation of any provision of this Chapter or Tenn. Code Ann. Title 68, Chapter 126, Part 3;
 - (c) Willful or consistent failure to comply with the standards;
 - (d) Conviction in a court of competent jurisdiction of any crime relating to activities regulated by this chapter;
 - (e) Employment of fraudulent devices, methods, or practices in connection with activities regulated by this chapter;
 - (f) Offering for sale, either wholesale or retail, products of an unlicensed manufacturer;
 - (g) Offering for sale, either wholesale or retail, unlabeled modular building units or components;
 - (h) Having such license or approval refused, suspended, or revoked by another state; or

(Rule 0780-2-13-.17, continued)

- (i) Any cause for which issuance of such license or approval could have been refused had it existed and been known to the Commissioner at the time of issuance.
 - (j) Selling modular building units to an unlicensed dealer.
- (2) The Department will notify all licensed manufacturers of any suspension or revocation of approval of a design review or construction inspection agency. Such notice will contain instructions as to the disposition of modular building units or components previously labeled by the agency whose approval has been suspended or revoked.
- (3) A design review or construction inspection agency whose approval has been suspended or revoked shall, within thirty (30) days of such suspension or revocation, deliver to the custody of the Department:
- (a) Copies of all records required to have been kept by the agency; and
 - (b) All labels in the possession, or under the control or responsibility, of the agency.

Authority: T.C.A. §§68-36-302 through 68-36-305, 68-102-113, and 68-126-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986. Amendment filed October 2, 1989; effective January 29, 1990. Amendment filed June 10, 2004; effective August 24, 2004.

0780-2-13-.18 CONTESTED CASES. The provisions of the Uniform Administrative Procedures Act (Tenn. Code Ann. Title 4, chapter 5) shall govern all matters and procedures respecting the hearing and judicial review of any contested case (as defined therein) arising under this chapter.

Authority: T.C.A. §§68-36-302 through 68-36-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986.

0780-2-13-.19 SEVERABILITY. If any provision of this chapter or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of applications of the chapter which can be given effect without the invalid provision or application, and to that end the provisions of this chapter are declare to be severable.

Authority: T.C.A. §§68-36-302 through 68-36-305. **Administrative History:** Original rule filed September 17, 1986; effective November 1, 1986.

0780-2-13-.20 APPLICABILITY. After January 4, 1988, the provisions of this chapter shall apply to all modular building units and components, including those not intended or used for residential occupancy, except any storage building having an area of less than one hundred fifty (150) square feet and no electrical or plumbing systems.

Authority: T.C.A. §§68-102-113 and 68-126-305. **Administrative History:** Original rule filed November 20, 1987; effective January 4, 1988. Amendment filed June 10, 2004; effective August 24, 2004.