

Title/Subject: Standard Application Procedures for Acceptance or Extension of Acceptance of Ground Wire Monitor Systems		
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Original Issue Date: 1/1/92	Follow-Up Review Date: 3/1/03	Revision Date: 2/18/00
Signature/Initial: Steven J. Luzik, Chief, A&CC		

1.0 Purpose

The purpose of this document is to explain the basic investigative process and outline the minimum documents and requirements necessary to initiate an investigation leading to the issuance of an acceptance or extension of acceptance for a ground wire monitor system.

2.0 Scope

This Standard Application Procedure (SAP) encompasses all manufacturers' applications submitted for acceptance or extension of acceptance of a ground wire monitor system. A ground wire monitor system acceptance is issued under Title 30, Code of Federal Regulations for:

- 2.1 Surface applications which include all surface circuits required to be monitored under Sections 77.803 and 77.902.
- 2.2 Underground applications, which are required to be monitored under Sections 18.47(d)(2), 75.803, and 75.902.

3.0 Procedure

- 3.1 Each application for acceptance or extension of acceptance must include:
 - 3.1.1 One completed ground wire monitor system application letter (see Enclosure A). A company official responsible for answering any questions regarding the subject application must sign the application letter.
 - 3.1.2 A company application code number, any six digit or less number assigned by the applicant, which was not previously used, to identify an application.
 - 3.1.3 One copy of each drawing or specification. Documents previously accepted by MSHA need not be submitted, unless modified. All documents must be titled, numbered, dated, and include the latest revision. All documents shall include the statement "Changes in design must be authorized by MSHA before being applied to accepted equipment."

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- 3.1.4 All installation instructions and wiring diagrams.
- 3.1.5 Calibration instructions and diagrams.
- 3.1.6 Maintenance and/or testing instructions and diagrams.
- 3.1.7 Lists or bills of material of the component parts necessary to construct one complete system including auxiliary or remotely located parts. This list must specify the manufacturer, component, type of component (carbon composition, wirewound, electrolytic, etc.), component designation (R₁, L₃, T₂, etc.) tolerance, value, rating, and the manufacturer's part number.
- 3.1.8 Electrical schematic with component designations.
- 3.1.9 Component layout (location diagram with component designations).
- 3.1.10 A sample label design for the acceptance plate. The acceptance plate must include the following minimum information:
 - 3.1.10.1 MSHA logo.
 - 3.1.10.2 Company name.
 - 3.1.10.3 Type of configuration (pilot or pilot-wireless).
 - 3.1.10.4 Monitoring method (continuity or impedance).
 - 3.1.10.5 Type of device, i.e. "ground wire monitor".
 - 3.1.10.6 Input voltage.
 - 3.1.10.7 Space for MSHA acceptance number (eleven spaces minimum).
 - 3.1.10.8 Tripping relay specification (manufacturer, type, number, etc).

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3.1.11 Spare component parts for all integrated circuits, transistors, and other components which could be destroyed during MSHA's testing.

3.1.12 Seven sample units complete for installation. Six production units and one laboratory "breadboard" unit with any IC's, transistors, etc. mounted on sockets. (All parts will be returned after tests are completed).

3.2 Upon receipt of the application package by the Approval and Certification Center a letter will be sent to the applicant which includes an estimate of the maximum anticipated fee to complete the investigation and a tentative starting date.

3.2.1 An authorization response form will also be included which indicates agreement to pay expenses up to the maximum estimated fee for the investigation or request cancellation of the application. The applicant must return this form before any further action is taken on the application. If the form letter is not returned within thirty days from the date of the letter, the application fee will not be refunded.

3.2.2 When unforeseen circumstances are encountered during the investigation, which may result in exceeding the estimated fee, the applicant will be contacted and given the option of canceling the action or accepting the new estimated fee.

3.3 During the investigation, applicants will be notified via telephone of any discrepancies or additional information needed to process the application and a follow-up letter will then be sent by mail. Overseas applicants will be notified by airmail, but will not receive a telephone call.

3.4 The official acceptance number will be issued via an advance notification letter. The acceptance or extension of acceptance letter will be sent at a later date.

3.5 An invoice for the total cost of the investigation, in accordance with Part 5 fees, will follow.

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3.6 All applicants are encouraged to contact the Chief, Electrical Equipment Branch at 304-547-2030 if there are any questions relative to these procedures. Assistance through technical consultations is available by appointment.

4.0 Review

This document will be reviewed every three years from the issue date.

5.0 Responsibility

It is the responsibility of all Electrical Division personnel to ensure that applications are processed in accordance with this standard application procedure.

6.0 Distribution

All manufacturers of ground wire monitor systems.

7.0 Authority

30 CFR, Sections 77.803, 77.902, 18.47(d)(2), 75.803, and 75.902.