**Section 535.210 Reporting Mercury Tests**

a) A public utility performing a mercury vapor air sample test required by Section 535.200 shall record the following information:

1) The name of the public utility providing natural gas service to the property;

2) The address where the mercury-containing regulator or manometer is or was located;

3) An indication of whether the regulator or manometer was located inside or outside of customer’s location;

4) An indication of whether a regulator or manometer is at the specified location;

5) An indication of whether the regulator or manometer remained at the specified location or was removed;

6) The name of the person conducting the test;

7) The date and time of the test;

8) The level of mercury vapor found at each test location;

9) A general description of each air sample test location;

10) The name and model number of the device used to conduct the test;

11) The date of original work and a listing of the conditions that existed that countered the manufacturer's recommendations for use of the mercury testing equipment if testing was postponed due to circumstances covered in Section 535.200(f)(2); and

12) The dated signature of the person completing the mercury vapor test report.

b) After performing mercury vapor air sample tests required by Section 535.200, a public utility shall, if requested by the occupant or owner of the property, provide a copy of the mercury vapor air sample test results to the occupant or owner of the property where the public utility performed the tests. If requested, the public utility shall mail a copy of the mercury vapor air sample test results in a first class envelope addressed to the occupant or owner within 10 working days after the date of the request.

c) A public utility shall retain the information required in subsection (a) for five years. A public utility shall make these records available for inspection by the Commission staff upon request.

d) Prior to performing a mercury vapor air sample test required by Section 535.200, a public utility shall inform the occupant or owner of the property that it intends to conduct a mercury vapor air sample test and that the occupant or owner has the right to request a copy of the test results. In an emergency, as defined in Section 535.10, notice required by this Section may be provided upon the resolution of the emergency.