

Florida Department of Highway Safety and Motor Vehicles

Division of Motorist Services

Manufactured Housing Section

PROCEDURE: MHS – 01	SUBJECT: MANUFACTURER'S REPORT OF HUD LABEL CONTROL
DESCRIPTION AND USE: This procedure concerns control over U.S. Department of Housing and Development (HUD) Labels issued to manufactured home manufacturers.	

Federal regulations (24 CFR, Part 3280, Section 3280.11) require that each transportable section of a mobile/manufactured home must have a HUD label attached which certifies that it was constructed in accordance with the Manufactured Home Construction and Safety Standards (see **Attachment A on page 2**). Mobile/manufactured home plants are responsible for closely monitoring and controlling HUD labels.

Compliance examiners assigned to manufactured home manufacturing plants shall complete a form HSMV-81051 for each plant on the first inspection of each month (see **Attachment A on page 2**), and forward the report to the regional office prior to the 10th of the month for submission to the Manufactured Housing Section (MHS) headquarters office by the 15th of the month. Any misuse or improper handling of HUD labels shall be reported to the program supervisor in that region.

Revision to this procedure and all subsequent pages with signature of Dwight Davis in the Manufactured Housing Section will be left blank indicating the proper signature is on file.

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MANUFACTURED HOUSING SECTION

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MANUFACTURED HOUSING SECTION

ATTACHMENT A

HUD LABEL



Color: Red Metal

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MANUFACTURED HOUSING SECTION

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**Attachment B
State of Florida
Manufacturer's Report of
HUD Label Control
24 CFR, Part 3282.362(c)(2)(ii)**

Manufacturer's Name and Address

1. Name of person(s) designated to assign HUD labels? _____
2. Are HUD labels kept locked until affixed to units? _____
3. Where are HUD labels stored? _____
4. Who else has access to the label storage? _____
5. Who is designated to affix HUD labels to the units? _____
6. Are HUD label assignments recorded on the NCSBCS 302 production report immediately upon issuance of the label? _____
7. Are all labels being assigned in numerical sequence? _____
8. Where or at what station are HUD labels affixed to the mobile home?

9. Are labels affixed to the correct location on the mobile home? _____
10. Are permanent HUD label assignment records kept by the manufacturer? _____

COMMENTS: _____

DATE: _____

INSPECTED BY: _____

HSMV-81051 (Rev.09/12)

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