

Standard procedure/ steps for Renewal of Certificate of Boiler/ Economizer

Sl.No	Procedure/Steps	Forms Required/Documents Required	Timelines	Fees
1.	Inspection notice will be sent to owner by concern officer before expiry of certificate.			
2.	Apply for renewal of certificate	i) Prescribed application form. ii) Previous fitness certificate.		Payment of fee
3.	Fixing of date of inspection		Within 15 days.	
4.	<p>Inspection and test to be conducted by the concern officer.</p> <p>If the condition of boiler/ economizer and steam pipeline is in order, then fitness certificate will be issued .</p> <p>If the condition of boiler/ economizer and steam pipeline are not in order, then notice under Sec 8(5) (b) of the Act- a defective order (not fit for use) will be issued with a copy to Chief Inspector.</p> <p>If the boiler is not ready for inspection , then notice under Sec 14(2) of the Act will be issued with a copy to Chief Inspector. After that the owner have to apply for inspection again alongwith payment of fee.</p>	i) Certificate of competency of Boiler Attendant. ii) Certificate of proficiency of Boiler Operation Engineer, if applicable.	2 days	
5.	In case of any defects of boiler/economizer and steam pipeline, repairing shall be proposed through a Repair Order by concern officer and forward the same to Chief Inspector for approval.		2 days.	
6.	Repairing of boiler/economizer. A recognized repairer is to be engaged by the owner.	i) Application for approval of repair. ii) List of technical persons of the firm. iii)List of tools and tackles to be used in repair. iv) Credentials of repairer.	As per convenience of the owner.	Payment of fee.
7.	Inspection after completion of proposed repair and if found in order , a fitness certificate will be issued by concern officer with an information to Chief Inspector.		2 days.	