

Process Flow

Department: CIBF

Reform: Registration of Manufacturers / Repairers/Erectors of Boilers

Service: Registration of Manufacturers / Repairers/Erectors of Boilers

Task (T)	Task Name	Performing Designation	Allowed Actions: (only one at a time) Document(s): Enclosure/Annexure/Certificates Forward to Task: Conditional Business Rules
T0	Application submission	Applicant	<ul style="list-style-type: none"> ▪ Application submitted by an applicant with attached Enclosures ▪ Applicant receives an acknowledgement number ▪ Forwards to T1
T 1	Initial Verification by Dealing Assistant	Dealing Assistant	<ul style="list-style-type: none"> ▪ Scrutinizes/reviews the application and enclosures ▪ In case of clarifications: Forwards to T1A with remarks ▪ Otherwise Forwards with remarks to T2
T1A	Provide clarification and uploads missing enclosures	Applicant	<ul style="list-style-type: none"> ▪ Forwards to T1
T2	Verification by Deputy Chief Inspector Boiler	Deputy Chief Inspector Boiler	<ul style="list-style-type: none"> ▪ Scrutinizes/reviews the application and enclosures ▪ In case of clarifications: Forwards to T2A with remarks ▪ Otherwise Forwards with remarks to T3 for Inspection
T2A	Provide clarification and uploads missing enclosures	Applicant	<ul style="list-style-type: none"> ▪ Forwards to T2
T3	Inspection by Inspector	Inspector	<ul style="list-style-type: none"> ▪ Site Inspection and Verification by Inspector and forwards to T4 for evaluation ▪ Document: Uploading inspection report
T4	Evaluation by Deputy Chief Inspector Boiler	Deputy Chief Inspector Boiler	<ul style="list-style-type: none"> ▪ Reviews Inspections report submitted by Inspector and forwards application to Applicant for payment
T5	Payment by Applicant	Applicant	<ul style="list-style-type: none"> ▪ Applicant pay the amount ▪ Forwards to T6
T6	Review the Payment	Deputy Chief Inspector Boiler	Reviews Inspections report submitted by Inspector and forwards to T7 for approval
T7	Approval/rejection by Chief Inspector Boiler	Chief Inspector Boiler	<ul style="list-style-type: none"> ▪ Approval: certificate is issued ▪ Rejects: Application rejected with valid reason