

Process Flow

Department: CIBF

Reform: Registration of Boilers

Service: Registration 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 to T5 for payment
T5	Payment by Applicant	Applicant	<ul style="list-style-type: none"> Applicant pay the amount Forward the Application to T6
T6	Review by Deputy Chief Inspector Boiler	Deputy Chief Inspector Boiler	<ul style="list-style-type: none"> Reviews Payment and forwards to T7 for approval/rejection
T7	Interim Approval/rejection by Chief Inspector Boiler	Chief Inspector Boiler	<ul style="list-style-type: none"> Approval: Provisional certificate is issued Rejects: Application rejected with valid reason
T8	Applicant makes online request for date of Steam test	Applicant	Request is submitted for inspection Forward to T9
T9	Date and charges fixed by Deputy Chief Inspector Boiler (not more than 30 days)	Deputy Chief Inspector Boiler	<ul style="list-style-type: none"> Notification goes to Applicant for date and payment of Fees Forwards to T10 for payment
T10	Payment by Applicant	Applicant	<ul style="list-style-type: none"> Applicant Pay the amount Forwards to T11
T11	Review by Deputy Chief Inspector	Deputy Chief Inspector	<ul style="list-style-type: none"> Reviews the payment Forwards to T12 for Inspection

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	Boiler	Boiler	
T12	Inspection by inspector	Inspector	<ul style="list-style-type: none"> ▪ Site Inspection and Verification by Inspector and forwards to T13 for evaluation ▪ Document: Uploading inspection report
T13	Evaluation by Deputy Chief Inspector Boiler	Deputy Chief Inspector Boiler	<ul style="list-style-type: none"> ▪ Reviews Inspections report submitted by Inspector and forwards to T14 for approval/ rejection
T14	Approval by Chief Inspector Boiler	Chief Inspector Boiler	<ul style="list-style-type: none"> ▪ Approval: Provisional certificate is issued ▪ Rejects: Application rejected with valid reason