

Checklist and Procedure for services pertaining to Boilers	
1 Name of the service	Registration of New Boiler
Designated Officer	Chief Inspector of Boilers Haryana
Documents to be enclosed with the request	1 MSME/ UAM REGISTRATION NUMBER. 2 Form II 3 Form III 4. Form III C 5. Form IV 5 Radiography report(if any) 6. Ownership performa 7. Ownership Declaration 8. Boiler Drawing 9. Steam Pipeline drawing 10. Copy of Certificate of Incorporation/ Partnership Deed 11. Inspection fee 12. Purchase bill 13. Material test certificates of pipe and fittings. 14. Consent letter of IBR approved boiler erector 15. Consent letter of boiler owner for awarding the work to boiler erector
Fee/ Charges to be paid to get the service	As per heating surface area of Boiler and Steam pipeline according to IBR regulation 533 through online mode.(uploaded on the portal)
Timeline:	
a) Issue of Provisional Order of new boiler in form V after completion of all documents through online mode after inspection	07 working days
b) Issue of Registration no. and Regular Certificate for 12 months of new boiler in Form VI of new boiler after steam test apply through online mode	15 working days
Procedure	1. The application is submitted online by boiler owner with all the prescribed documents as per IBR 1950. 2. Online application along with documents submitted is checked and verified by the CIB. 3. If any discrepancy is found in the application and documents, the case is put onhold with intimation to the applicant. 4. The applicant will revert to onhold application and submit the requisite information within 15 days failing which the application will liable to be rejected. 5. After completion of online application and documents the Permission letter for start the erection work of boiler and steampipeline issue to the applicant. 6. After completing the erection work of boiler and steampipeline satisfactory the applicant will submit the completion report of boiler owner and boiler erector. 7. Inspection notice issued to the boiler owner for inspection/hydraulic test of boiler and steampipeline within 10 working days. 8. After inspection Provisional Order/Form V for running the boiler is issued within 07 working days by the CIB. 9. Applicant apply for steam test within 30 days after issuing the Provisional order 10. Steam test notice issued to the applicant 11. After steam test Registration no. and Regular Certificate for 12 months will be issued within 15 working days

2 Name of the service	Registration of New Small Industrial Boiler
Designated Officer	Chief Inspector of Boilers Haryana
Documents to be enclosed with the request	1 MSME/ UAM REGISTRATION NUMBER. 2 Form II 3 Form III 4. Form III C 5. Form IV 5 Radiography report(if any) 6. Ownership performa 7. Ownership Declaration 8. Boiler Drawing 9. Steam Pipeline drawing 10. Copy of Certificate of Incorporation/ Partnership Deed 11. Inspection fee 12. Purchase bill 13. Material test certificates of pipe and fittings. 14. Consent letter of IBR approved boiler erector 15. Consent letter of boiler owner for awarding the work to boiler erector
Fee/ Charges to be paid to get the service	As per heating surface area of Boiler and Steam pipeline according to IBR regulation 385 through online mode(uploaded on the portal)
Timeline:	
a) Issue of Provisional Order of new boiler in form V after completion of all documents through online mode after inspection	07 working days
b) Issue of Registration no. and Regular Certificate for 12 months of new boiler in Form VI of new boiler after steam test apply through online mode	15 working days
Procedure	1. The application is submitted online by boiler owner with all the prescribed documents as per IBR 1950. 2. Online application along with documents submitted is checked and verified by the CIB. 3. If any discrepancy is found in the application and documents, the case is put onhold with intimation to the applicant. 4. The applicant will revert to onhold application and submit the requisite information within 15 days failing which the application will liable to be rejected. 5. After completion of online application and documents the Permission letter for start the erection work of boiler and steampipeline issue to the applicant. 6. After completing the erection work of boiler and steampipeline satisfactory the applicant will submit the completion report of boiler owner and boiler erector. 7. Inspection notice issued to the boiler owner for inspection/hydraulic test of boiler and steampipeline within 10 working days. 8. After inspection Provisional Order/Form V for running the boiler is issued within 07 working days by the CIB. 9. Applicant apply for steam test within 30 days after issuing the Provisional order 10. Steam test notice issued to the applicant 11. After steam test Registration no. and Regular Certificate for 12 months will be issued within 15 working days

1	Name of the service	Registration of New Economizer	
	Designated Officer	Chief Inspector of Boilers Haryana	
	Documents to be enclosed with the request	1 MSME/ UAM REGISTRATION NUMBER. 2 Form II 3 Form III 4. Form III C 5. Form IV 5. Radiography report(if any) 6. Ownership performa 7. Ownership Declaration 8. Economizer Drawing 9. Steam Pipeline drawing 10. Copy of Certificate of Incorporation/ Partnership Deed 11. Inspection fee 12. Purchase bill 13. Material test certificates of pipe and fittings. 14. Consent letter of IBR approved boiler erector 15. Consent letter of boiler owner for awarding the work to boiler erector	
	Fee/ Charges to be paid to get the service	As per heating surface area of Economizer and Steam pipeline according to IBR regulation 385 through online mode.(uploaded on the portal)	
	Timeline:		
	a) Issue of Provisional Order of new economizer in form X after completion of all documents through online mode after inspection	07 working days	
	b) Issue of Registration no. and Regular Certificate for 12 months of new Economizer in Form XI of new boiler after steam test apply through online mode	15 working days	
	Procedure	1. The application is submitted online by economizer owner with all the prescribed documents as per IBR 1950. 2. Online application along with documents submitted is checked and verified by the CIB. 3. If any discrepancy is found in the application and documents, the case is put onhold with intimation to the applicant. 4. The applicant will revert to onhold application and submit the requisite information within 15 days failing which the application will liable to be rejected. 5. After completion of online application and documents the Permission letter for start the erection work of economizer and steampipeline issue to the applicant. 6. After completing the erection work of economizer and steampipeline satisfactory the applicant will submit the completion report of economizer owner and boiler/economizer erector. 7. Inspection notice issued to the economizer owner for inspection/hydraulic test of economizer and steampipeline within 10 working days. 8. After inspection Provisional Order/Form X for running the economizer is issued within 07 working days by the CIB. 9. Applicant apply for steam test within 30 days after issuing the Provisional order 10. Steam test notice issued to the applicant 11. After steam test Registration no. and Regular Certificate for 12 months will be issued within 15 working days	

4	Name of the service	Permission for transferee boiler within the state of Haryana
	Designated Officer	Chief Inspector of Boilers Haryana
	Documents to be enclosed with the request	1. MSME/ UAM REGISTRATION NUMBER. 2. Last working certificatae in shape of Form V/ Form VI of boiler 3. Radiography report(if any) 4. Ownership performa 5. Ownership Declaration 6. Steam Pipeline drawing 7. Copy of Certificate of Incorporation/ Partnership Deed 8. Inspection fee 9. Purchase bill 10. Material test certificates of pipe and fittings. 11. Consent letter of IBR approved boiler erector 12. Consent letter of boiler owner for awarding the work to boiler erector
	Fee/ Charges to be paid to get the service	As per heating surface area of Boiler and Steam pipeline according to IBR regulation 385 through online mode(uploaded on the portal)
	Timeline:	
	a) Issue of Provisional Order of transferee boiler in form V after completion of all documents through online mode after inspection	03 working days
	b) Issue of Regular Certificate for 12 months of transferee boiler in Form VI of new boiler after steam test apply through online mode	07 working days
	Procedure	1. The application is submitted online by transferee boiler owner within the state with all the prescribed documents as per IBR 1950. 2. Online application along with documents submitted is checked and verified by the CIB. 3. If any discrepancy is found in the application and documents, the case is put onhold with intimation to the applicant. 4. The applicant will revert to onhold application and submit the requisite information within 10 days failing which the application will liable to be rejected. 5. After completion of online application and documents the Permission letter for start the erection work of transferee boiler and steampipeline issue to the applicant. 6. After completing the erection work of transferee boiler and steampipeline satisfactory the applicant will submit the completion report of transferee boiler and boiler erector. 7. Inspection notice issued to the transferee boiler owner for inspection/hydraulic test of transferee boiler and steampipeline within 10 working days. 8. After inspection Provisional Order/Form V for running the transferee boiler is issued within 03 working days by the CIB. 9. Applicant apply for steam test within 30 days after issuing the Provisional order 10. Steam test notice issued to the applicant 11. After steam test Regular Certificate in Form VI for 12 months will be issued within 07 working days

5	Name of the service	Permission for transferee boiler outside the state of Haryana
	Designated Officer	Chief Inspector of Boilers Haryana
	Documents to be enclosed with the request	1. MSME/ UAM REGISTRATION NUMBER. 2. Last working certificatae in shape of Form V/ Form VI of boiler 3. Radiography report(if any) 4. Ownership performa 5. Ownership Declaration 6. Steam Pipeline drawing 7. Copy of Certificate of Incorporation/ Partnership Deed 8. Inspection fee 9. Purchase bill 10. Material test certificates of pipe and fittings. 11. Consent letter of IBR approved boiler erector 12. Consent letter of boiler owner for awarding the work to boiler erector
	Fee/ Charges to be paid to get the service	As per heating surface area of Boiler and Steam pipeline according to IBR regulation 385 through online mode.(uploaded on the portal)
	Timeline:	
	a) Issue of Provisional Order of transferee boiler in form V after completion of all documents and after receiving MIB through online mode after inspection	03 working days
	b) Issue of Regular Certificate for 12 months of transferee boiler in Form VI of new boiler after steam test apply through online mode	07 working days
	Procedure	1. The application is submitted online by transferee boiler owner outside the state with all the prescribed documents as per IBR 1950. 2. Online application along with documents submitted is checked and verified by the CIB. 3. If any discrepancy is found in the application and documents, the case is put onhold with intimation to the applicant. 4. The applicant will revert to onhold application and submit the requisite information within 21 days failing which the application will liable to be rejected. 5. After completion of online application and documents the Permission letter for start the erection work of transferee boiler and steampipeline issue to the applicant. 6. After completing the erection work of transferee boiler and steampipeline satisfactory the applicant will submit the completion report of transferee boiler and boiler erector. 7. Inspection notice issued to the transferee boiler owner for inspection/hydraulic test of transferee boiler and steampipeline within 10 working days. 8. After inspection Provisional Order/Form V for running the transferee boiler is issued within 03 working days by the CIB. 9. Applicant apply for steam test within 30 days after issuing the Provisional order 10. Steam test notice issued to the applicant 11. After steam test Regular Certificate in Form VI for 12 months will be issued within 07 working days

6	Name of the service	Annual Renewal of Boiler
Designated Officer	Chief Inspector of Boilers Haryana	
Documents to be enclosed with the request	1. Boiler owner request letter along with BEO/Boiler Attendant certificate	
Fee/ Charges to be paid to get the service	As per heating surface area of Boiler and Steam pipeline according to IBR regulation 533 through online mode(uploaded on the portal).	
Timeline:		
Issue of Annual Renewal Certificate of boiler for 12 months in Form VI	07 working days	
Procedure	<ol style="list-style-type: none"> 1. Online application along with documents submitted by boiler owner is checked and verified by the CIB. 2. If any discrepancy is found in the application and documents, the case is put onhold with intimation to the applicant. 3. The applicant will revert to onhold application and submit the requisite information within 10 days failing which the application will liable to be rejected. 4. Inspection notice will be issued to the boiler owner for inspection/hydraulic test of boiler and steampipeline. 5. After inspection Annual Renewal Certificate in Form VI for running the boiler is issued within 07 working days by the CIB. 	

7	Name of the service	Permission for repair and structural alteration of Registered Boiler and Boiler component
Designated Officer	Chief Inspector of Boilers Haryana	
Documents to be enclosed with the request	1 MSME/ UAM REGISTRATION NUMBER. 2 Last working certificate in the shape of Form V/ Form VI 3 Radiography report(if any) 4. Modified Boiler drawing (if any) 5. Modified Steam Pipeline drawing(if any) 6. Inspection fee 7. Material test certificates of pipe, tube, plate and fittings as per drawing. 8. Consent letter of IBR approved boiler erector 9. Consent letter of boiler owner for awarding the work to boiler erector	
Fee/ Charges to be paid to get the service	As per heating surface area of Boiler and Steam pipeline according to IBR regulation 533 through online mode(uploaded on the portal).	
Timeline:		
a) Issue of Provisional Order of boiler/Steampipeline in form V after completion of all documents through online mode after inspection	03 working days	
b) Issue of Regular Certificate of boiler in Form VI after steam test apply through online mode	07 working days	
Procedure	<ol style="list-style-type: none"> 1. The application is submitted online by boiler owner with all the prescribed documents 2. Online application along with documents submitted is checked and verified by the CIB. 3. If any discrepancy is found in the application and documents, the case is put onhold with intimation to the applicant. 4. The applicant will revert to onhold application and submit the requisite information within 10 days failing which the application will liable to be rejected. 5. After completion of online application and documents the Permission letter for start the repair/structural alteration work of boiler and steampipeline issue to the applicant. 6. After completing the repair/structural alteration work of boiler and steampipeline satisfactory the applicant will submit the completion report of boiler owner and boiler erector. 7. Inspection notice issued to the boiler owner for inspection/hydraulic test of boiler and steampipeline within 10 working days. 8. After inspection Provisional Order/Form V for running the boiler is issued within 03 working days by the CIB. 9. Applicant apply for steam test within 30 days after issuing the Provisional order 10. Steam test notice issued to the applicant 11. After steam test Regular Certificate will be issued within 07 working days. 	

8	Name of the service	Boiler Manufacturer Certificate
Designated Officer	Chief Inspector of Boilers Haryana	
Documents to be enclosed with the request	<p>1 UAM Registration no. of the firm. 2 Profile of the firm 3. Form XVIII as per IBR regulation 392(4) 4. The Firm apporved by boiler Directorate / Inspectorat other then Haryana 5. (i) For class-I boiler manufacturer - Degree in Mechanical Engeenreing certificate and 5 year experience certificate in fabrication, erection, repair or maintenance of boiler (ii) For class-II boiler manufacturer - Diploma in Mechanical Engeenreing certificate and 3 year experience certificate in fabrication, erection, repair or maintenance of boiler (iii) For class-III boiler manufacturer - The firm shall 5 year experience certificate in fabrication, erection, repair or maintenance of boiler (iv) For Special class boiler manufacturer - Degree in Mechanical/welding Engeenreing certificate alongwith 3 years experience in specialized welding technology and IBR approved welder certificate in TIG welding (v) others- Degree or diploma in Mech. Engineering with 3 years experience in relevant field 6. List of technical personnel with designation, educational qualifications and relevant experience. 7.List of rectifier/generator, grinder, general tools and tackles, dye penetrant kit, expander and measuring instruments as per regulation 392(5)(1) 8. Internal Quality control system of the firm(if any) 9. List of IBR approved welder with their current certificate 10. Certificate of incorporation/partnership deed</p>	
Fee/ Charges to be paid to get the service	As per IBR regulation 392	
Timeline:		
a) Issue of notice for site visit	07 working days	
b) After satisfactory inspection issue the boiler manufacturer certificate	08 working days	
Procedure	<p>1. The application is submitted online by boiler manufacturer with all the prescribed documents as per Indian Boiler Regulation 1950. 2. Online application along with documents submitted is checked and verified by the Chief Inspector of Boiler. 3. If any discrepancy is found in the application and documents, the case is put onhold with intimation to the applicant. 4. The applicant will revert to onhold application and submit the requisite information within 20 days failing which the application will liable to be rejected. 5. After completion of online application and documents the notice for site visit for Inspection will be issued by the Chief Inspector of Boiler to the applicant within 07 days. 6. The Chief Inspector of Boiler /Inspector(as per availability) will visit the unit and check the list of all tools and equipments submitted by the applicant. 7. The Chief Inspector of Boiler /Inspector will verify the supervisory staff, IBR Welder and Design office facility. 8. After inspection Chief Inspector of Boiler will upload the inspection report/comments. 9. The final certificate for boiler manufacturer will be issued online by the Chief Inspector of Boiler.</p>	

9	Name of the service	Boiler Erector Certificate
Designated Officer	Chief Inspector of Boilers Haryana	
Documents to be enclosed with the request	<p>1 MSME/UAM Registration certificate of the firm. 2 Profile of the firm 3. Form XVIII as per IBR regulation 392(4) 4. The Firm apporved by boiler Directorate / Inspectorat other then Haryana 5. (i) For class-I boiler repairar - Degree in Mechanical Engeenreing certificate and 5 year experience certificate in fabrication, erection, repair or maintenance of boiler (ii) For class-II boiler repairar - Diploma in Mechanical Engeenreing certificate and 3 year experience certificate in fabrication, erection, repair or maintenance of boiler (iii) For class-III boiler repairar - The firm shall 5 year experience certificate in fabrication, erection, repair or maintenance of boiler (iv) For Special class boiler repairer - Degree in Mechanical/welding Engeenreing certificate alongwith 3 years experience in specialized welding technology and IBR approved welder certificate in TIG welding 6. List of technical personnel with designation, educational qualifications and relevant experience. 7.List of rectifier/generator, grinder, general tools and tackles, dye penetrant kit, expander and measuring instruments as per regulation 392(5)(1) 8. Internal Quality control system of the firm(if any) 9. List of IBR approved welder with their current certificate 10. Certificate of incorporation/partnership deed</p>	
Fee/ Charges to be paid to get the service	As per IBR regulation 392	
Timeline:		
a) Issue of notice for site visit	07 working days	
b) After satisfactory inspection issue the erector/repairer certificate	08 working days	
Procedure	<p>1. The application is submitted online by boiler erector with all the prescribed documents as per Indian Boiler Regulation 1950. 2. Online application along with documents submitted is checked and verified by the Chief Inspector of Boiler. 3. If any discrepancy is found in the application and documents, the case is put onhold with intimation to the applicant. 4. The applicant will revert to onhold application and submit the requisite information within 20 days failing which the application will liable to be rejected. 5. After completion of online application and documents the notice for site visit for Inspection will be issued by the Chief Inspector of Boiler to the applicant within 07 days. 6. The Chief Inspector of Boiler /Inspector(as per availability) will visit the unit and check the list of all tools and equipments submitted by the applicant. 7. The Chief Inspector of Boiler /Inspector will verify the supervisory staff, IBR Welder and Design office facility. 8. After inspection Chief Inspector of Boiler will upload the inspection report/comments. 9. The final certificate for boiler erector will be issued online by Chief Inspector of Boiler.</p>	

10	Name of the service	Boiler Erector Renewal Certificate
Designated Officer	Chief Inspector of Boilers Haryana	
Documents to be enclosed with the request	<p>1. Request letter for renewal 2. Boiler Erector original certificate 3. Last 2 years of IBR work carried out details 4. fees challan</p>	
Fee/ Charges to be paid to get the service	As per IBR regulation 392	
Timeline:	07 working days after completion of application	
Procedure	<p>1. The application is submitted online by erector/repairer with all the prescribed documents as per Indian Boiler Regulation 1950. 2. Online application along with documents submitted is checked and verified by the Chief Inspector Boiler. 3. If any discrepancy is found in the application and documents, the case is put onhold with intimation to the applicant. 4. The applicant will revert to onhold application and submit the requisite information within 10 days failing which the application will liable to be rejected. 5. The Chief Inspector of Boiler/Inspector(as per availability) will visit the site for inspection and check the list of all tools and equipments submitted by the applicant. 6. The Chief Inspector of Boiler/Inspector(as per availability) will verify the supervisory staff, IBR welder and Design office facility 7. After successfully inspection, the final certificate for renewal of erector/repairer will be issued by the Chief Inspector of Boiler online.</p>	