

Directorate of Boilers
Government of West Bengal

Responsibility of the Officers

Sl No.	Designation	Responsibility	
1	Joint Director Of Boilers	Technical	<ul style="list-style-type: none"> • Supervising Officers of Asst. Director of Boilers & Dy. Director of Boilers Posted at Head Office • Supervising Officer of Branch Offices and Taratala testing Laboratory. • To act as Incharge of Drawing Cell • To prepare responses for Central Boiler Board(CBB) • Approval / Recognition of Erector/repairer of Boilers , Economiser and associated steam and feed pipelines. • Approval / Recognition of Manufacturer of Boilers and its components. • To prepare monthly / annual activities report of the directorate.
		Administrative	<ul style="list-style-type: none"> • To act as In-charge of Vigilance Cell and Grievance cell • To act as Appellate Officer as per The West Bengal Right to Public Services Act, 2013 • To act as Secretary of BOE Examination and Boiler Attendant Examination Board • To act as Incharge of RTI • To act as Chairman of Tender Committee • To supervise jobs related to all office work • To act as Nodal Officer of <ol style="list-style-type: none"> i. e- services ii. GRIPS iii. IFMS(e-bantan) iv. Single Widow System v. Official seminars and fairs vi. The WBRTPS Act,2013
2	Deputy Director Of Boilers	Technical	<ul style="list-style-type: none"> • Annual Inspection of Boilers • Registration of Boilers • Remnant Life Assessment (RLA) of Boilers • Inspection in Manufacturing units • Assisting in approval of Contractors and Manufacturers • Training to Assistant Directors of Boilers • To assist in preparation of responses for Central Boiler Board(CBB) • To prepare monthly / annual activities report of the area of jurisdiction.

		Administrative	<ul style="list-style-type: none"> • To implement “e- services” • Assisting to conduct BOE Examination and Boiler Attendants’ Examination • Conducting Official seminars and fairs • Acting as Head of Branch offices and DDO • To act as Superintendent of Testing Laboratory • To act as Principal of Welders’ Training Centre • Other activities e.g. Renovation and repair work of Offices, maintenance of computers etc.
3	Assistant Director Of Boilers	Technical	<ul style="list-style-type: none"> • Annual Inspection of Boilers • Registration of Boilers • Scrutiny of Drawings • To deliver lectures at Welders’ Training Centre • To prepare monthly / annual activities report of the area of jurisdiction.
		Administrative	<ul style="list-style-type: none"> • To implement “e- services” • To assist in conducting BOE Examination and Boiler Attendant Examination • Conducting Official seminars and fairs
4	Superintendent of Testing Laboratory	Technical	<ul style="list-style-type: none"> • Over all in-charge of Testing Laboratory and related works
		Administrative	<ul style="list-style-type: none"> • Principal of Welders’ Training Centre • To prepare budget estimation for Laboratory and WTC • To maintain register for audit • Act as DDO
5	Inspecting Officers	Technical	<ul style="list-style-type: none"> • To carry out destructive and Non-Destructive Testing of materials. • Day to day function of Laboratory and WTC • To conduct training programme in Welders’ Training Centre. • To conduct Welders’ Certification Test as per IBR, 1950