

Government of West Bengal  
DIRECTORATE OF BOILERS  
N. S. Building, 8<sup>th</sup> Floor,  
1 K.S. Roy Road, Kolkata – 700001

Order No. L/64

Date: 16.01.19

**ORDER**

In supersession of Order No. L/1657 dated 24.12.2018, the following CHECKLISTS, corresponding to services mentioned against them, are issued for information of public and are to be strictly followed:

**I) CHECKLIST FOR REGISTRATION OF BOILER**

- 1) Online application for registration of the Boilers in Form B No. 1, addressed to the Director of Boilers, W.B.
- 2) Online submission of Registration Folder containing Form-II, Form-III, and Form-IVA of IBR, original drawings of boiler, original Certificates of all Mountings and Fittings and other relevant documents.
- 3) Requisite fees for registration of the boiler should be paid online through [www.wbboilers.gov.in](http://www.wbboilers.gov.in) portal.
- 4) Requisite T.A for inspection of the boiler should be paid online through [www.wbboilers.gov.in](http://www.wbboilers.gov.in) portal.

**II) CHECKLIST FOR APPROVAL OF DRAWINGS**

- 1) Application for approval of drawing.
- 2) Three copies of all relevant drawings.
- 3) Requisite fees for scrutiny of drawings in the head of accounts:  
"0230-00-103-001-14" – Service fees (14) online by IFMS-GRIPS portal in [www.wbfin.nic.in](http://www.wbfin.nic.in)
- 4) All relevant reference drawings.
- 5) Flexibility analysis report, if required.
- 6) Valve schedule
- 7) Pressure parts calculation.
- 8) P & I Diagram of the whole system.

9) Feed pump characteristic curve.

10) Copy of Existing Drawings.

### **III) CHECKLIST FOR RENEWAL OF CERTIFICATE OF BOILER**

- 1) Online application for renewal of certificate along with Form-B No.1 duly filled in.
- 2) Requisite fees for inspection of boiler should be paid online through [www.wbboilers.gov.in](http://www.wbboilers.gov.in) portal.
- 3) Requisite Travelling Allowance should be paid online through [www.wbboilers.gov.in](http://www.wbboilers.gov.in) portal.
- 4) Other documents related to RLA, Repair or Modification etc. of the boiler, if required.

### **IV) CHECKLIST FOR TRANSFER OF OWNERSHIP OF BOILER**

- 1) Application for change of ownership by the proposed owner.
- 2) Sell letter, if required.
- 3) Self Declaration for No Objection Certificate from the seller of the boiler for change of ownership of boiler.
- 4) Self Declaration of the proposed owner for change of ownership of boiler.
- 5) Copy of Trade license, Electric Bill, Voter Card, PAN Card etc., if required.
- 6) Other relevant documents, if required.

### **V) CHECKLIST FOR ENDORSEMENT OF CONTRACTOR / ERECTOR OF BOILER**

- 1) Forwarding letter by the owner.
- 2) Online application in prescribed format.
- 3) Requisite fees for endorsement in the head of accounts: "0230-00-103-001-14" – Service fees (14) online through [www.wbboilers.gov.in](http://www.wbboilers.gov.in) portal.
- 4) Copy of drawing approval letter in case of new erection or modification of boiler / pipe line.
- 5) Copy of repairing report in case of repairing.
- 6) Documents of manpower of the contractor/erector.
- 7) List of machineries of the contractor.

- 8) Documents of experience of the contractor/erector.
- 9) All documents in SL.No 1 and 4 to 8 above are to be uploaded through online.

#### **VI) CHECKLIST FOR SUBMISSION OF FORM-III A FOR IDENTIFICATION NUMBER OF PIPE LINES**

- 1) Application for approval of Form-III A.
- 2) Submission of requisite fees for inspection of pipe lines in the head of accounts: "0230-00-103-001-14" – Service fees (14) online by IFMS-GRIPS portal in [www.wbfin.nic.in](http://www.wbfin.nic.in).
- 3) Submission of Form-III A for steam pipe line duly filled in.
- 4) Submission of Form-III A for feed pipe lines duly filled in.
- 5) Copy of all relevant drawings of steam and feed pipe lines.
- 6) Copy of Drawing approval letter.
- 7) IBR certificates of all components of pipes and fittings ( like- Form IIIA, Form-IIIB, Form IIIC, Form-IIID, Form-IIIE, Form-IIIF, Form-IIIG etc.)
- 8) Copy of Contractor's approval letter.
- 9) All NDT reports, if required.
- 10) Post weld heat treatment report and stress relieving charts, if required.
- 11) PMI report, if required.
- 12) Copy of all inspection reports of pipe lines under erection, if required.

#### **VII) CHECKLIST FOR REGISTRATION OF ECONOMISER**

- 1) Online application for registration of the economiser addressed to the Director of Boilers, W.B
- 2) ) Online submission of Registration Folder containing form-VII, form-VIII, original drawings of economiser , original Certificates of all Mountings and Fittings and other relevant documents.
- 3) Requisite fees for registration of the economiser should be paid online through [www.wbboilers.gov.in](http://www.wbboilers.gov.in) portal.
- 4) Requisite T.A for inspection of the boiler should be paid online through [www.wbboilers.gov.in](http://www.wbboilers.gov.in) portal.

### **VIII) CHECKLIST FOR MANUFACTURING OF BOILER/ ECONOMISER/ BOILER COMPONENTS/ FITTINGS ETC.**

- 1) Application addressed to the Director of Boilers, W.B.
- 2) Requisite Fees in the head of accounts: "0230-00-103-001-14" – Service fees (14) online by IFMS-GRIPS portal in [www.wbfin.nic.in](http://www.wbfin.nic.in).
- 3) Original Approved Drawings.
- 4) Original Certificate of all Raw Materials.
- 5) Certificate of Welding Consumables and Welders.
- 6) Approved WPS.
- 7) Calibration Certificate of Instruments.

### **IX) CHECKLIST FOR APPROVAL AND RENEWAL OF MANUFACTURER**

- 1) Forwarding Letter by the applicant.
- 2) Online application to Director along with duly filled Form in prescribed format.
- 3) Copy of Trade License, Lease Deed (if applicable), Tenancy Deed (if applicable), Photo Identity Proof.
- 4) List of Machineries as mentioned in the Form.
- 5) List of Technical Personnel along with experience.
- 6) All documents in Sl.No 1 and 3 to 6 above are to be uploaded through online.

### **X) CHECKLIST FOR APPROVAL / RENEWAL OF ERECTOR OR REPAIRER**

- 1) Forwarding Letter by the applicant.
- 2) Online application to Director along with duly filled Form in prescribed format.
- 3) Copy of Trade License, Lease Deed (if applicable), Tenancy Deed (if applicable), Photo Identity Proof.
- 4) List of Machineries as mentioned in the Form.
- 5) List of Technical Personnel along with experience.

6) Requisite fees for approval/renewal of erector should be paid online through [www.wbboilers.gov.in](http://www.wbboilers.gov.in) portal.

7) All documents in Sl.No 1 and 3 to 4 above are to be uploaded through online.

#### XI) CHECKLIST FOR ENDORSEMENT OF ERECTOR OR REPAIRER

- 1) Forwarding Letter by the applicant.
- 2) Online application to Director along with duly filled Form in prescribed format.
- 3) Copy of Trade License, Lease Deed (if applicable), Tenancy Deed (if applicable), Photo Identity Proof.
- 4) List of Machineries as mentioned in the Form.
- 5) List of Technical Personnel along with experience.
- 6) Requisite fees for approval/renewal of erector should be paid online through [www.wbboilers.gov.in](http://www.wbboilers.gov.in) portal.
- 7) All documents in Sl.No 1 and 3 to 5 above are to be uploaded through online.

This issues in compliance with Labour Department Notification No: Labr/141/IT&EoDB dated 30/11/2018 and shall come into immediate effect.

16.11.19  
Director of Boilers,  
Government of West Bengal

No.

Date:

16/11/19

Copy forwarded for information to:

- i. The Principal Secretary, Labour Department
- ii. Special Secretary, Labour Department
- iii. Managing Director, West Bengal Industrial Development Corporation "PROTITI",  
23, Abanindranath Tagore Sarani, (Camac Street) Kolkata – 700017

Director of Boilers,  
Government of West Bengal