

## Procedure for Registration and issue of Boiler License under Boiler Act, 1923

Step	Form	Documents to Be attached	Timelines
Submit online application for Registration / Certificate for the use of Boiler	Online application form	<p><b>Only Online Upload / No hard Copy</b></p> <p>1. Owner ID Proof (Mandatory Upload)</p> <ul style="list-style-type: none"> <li>• Aadhaar Card</li> <li>• Voter ID Card</li> <li>• Passport</li> <li>• Pan Card</li> <li>• Driving License</li> <li>• Bank Account Passbook</li> </ul> <p>2. Owner Address Proof (Mandatory Upload)</p> <ul style="list-style-type: none"> <li>• Passport</li> <li>• Aadhaar Card</li> <li>• Ration Card</li> <li>• Electricity Bill</li> <li>• Telephone Bill</li> <li>• LPG Connection Document</li> <li>• Bank Account Passbook</li> </ul> <p>3. Other Uploads (Mandatory Upload)</p> <ol style="list-style-type: none"> <li>i. Form II - PDF</li> <li>ii. Form IV - PDF</li> <li>iii. Form III A - PDF</li> <li>iv. Form IIIB - PDF</li> <li>v. Form IIIC - PDF</li> <li>vi. Design Data Book -PDF</li> <li>vii. IBR approved Boiler Pressure Parts Drawings - .dwg</li> <li>viii. Design Calculations - PDF</li> <li>ix. Approved Plant layout indicating boiler position - .dwg</li> </ol> <p>OR</p> <p>In case of boiler ownership transfer (Mandatory Upload):</p> <ol style="list-style-type: none"> <li>i. Form I memorandum of Inspection Book - PDF</li> <li>ii. Transportation advice - PDF</li> <li>iii. Transfer letter issued by Chief Inspector of Boiler of that State</li> </ol> <p>* (Refer end of this document for forms to be filled and uploaded)</p> <p>6. Online e-GRAS Treasury Fee Challan/ Online Banking fee payment</p>	-----
Inspector of Boilers receives application with request for Hydro test date and approves or suggests another hydro test date online	-----	-----	Within 30 days from the date of submission of complete application along with

Inspection is done by Boiler Inspector and if satisfactory, Form V (Provisional Certificate for use of a boiler for 6 months) is issued right after inspection if Hydraulic Test is satisfactory.	Issue of Provisional Form V certificate	-----	requisite fee
Issue of Provisional Online generation of Form V certificate	Online issue of Provisional generation of Form V certificate	-----	Within 48 hours from the completion of Hydraulic Test
Memorandum of Inspection Book is submitted by Inspector to Chief Inspector of Boilers ; If satisfactory	----	-----	Within 30 days of issue of Form V
Applicant makes online request for a date of steam test within 6 months from the issue of Form V	----	-----	
Inspector of Boilers accepts or provides within 30 days or shorter period and will give the owner not less than 10 days' notice of the date so fixed.	----	-----	
Inspector of Boilers conducts Steam Test If steam test is found satisfactory, Issue of Boiler Registration Number and online certificate in Form VI - Certificate for use of boiler	Online generation of certificate for use of a boiler in Form VI	-----	Within 48 hours of Steam test
<p>Online system sends SMS to respective officers and applicant at each progression.  In case of any clarifications, the applicant is informed on actions to be taken and start date will be after all the clarifications have been received.  Online application process requires no physical touch point.</p>			

## Procedure for Renewal of Boiler License under Boiler Act, 1923

Step	Form	Documents to Be attached	Timelines
Submit application for Renewal of Boiler Licence	Online application form	<p><b>Only Online Upload / No hard Copy</b></p> <p>If Previous Licence / Renewal was done manually :</p> <ol style="list-style-type: none"> <li>1. Owner ID Proof (Mandatory Upload)                             <ul style="list-style-type: none"> <li>• Aadhaar Card</li> <li>• Voter ID Card</li> <li>• Passport</li> <li>• Pan Card</li> <li>• Driving License</li> <li>• Bank Account Passbook</li> </ul> </li> <li>2. Owner Address Proof (Mandatory Upload)                             <ul style="list-style-type: none"> <li>• Passport</li> <li>• Aadhaar Card</li> <li>• Ration Card</li> <li>• Electricity Bill</li> <li>• Telephone Bill</li> <li>• LPG Connection Document</li> <li>• Bank Account Passbook</li> </ul> </li> <li>3. Online e-GRAS Treasury Fee Challan/ Online Banking fee payment</li> </ol> <p>OR</p> <p>If previous licence / renewal was done online:</p> <ol style="list-style-type: none"> <li>1. Online e-GRAS Treasury Fee Challan/ Online Banking fee payment</li> </ol>	
Inspector of Boilers receives Application with Hydro test date request	-----	-----	Within 30 days from the date of submission of complete application along with requisite fee
Inspector of Boilers accepts or provides another date	-----	-----	

Hydro Test is done by the Inspector of Boilers:

If the condition of the Boiler and connected steam pipeline is satisfactory, then Fitness Certificate (Form V or VI) will be issued;

If the condition of the Boiler or connected steam pipeline is not satisfactory, then notice under Sec 8(5)b of Act - 'Not Fit For Use' will be issued ;

If the boiler was not kept ready for inspection then the Notice under 14 (2) of the Act will be issued and intimated to owner and Chief Inspector of Boilers;

In case of Sec 14(2) Notice is issued, then owner will have to again apply for inspection

Online generation of Renewal Certificate - Form VI

Or

Before the expiry of Existing certificate

(Whichever is earlier)

Online system sends SMS to respective officers and applicant at each progression.  
In case of any clarifications, the applicant is informed on actions to be taken and start date will be after all the clarifications have been received.  
Online application process requires no physical touch point.



## Procedure for Boiler Licence under Indian Boilers Act, 1923

### Step 1:

- Through Jharkhand Single Window for Industries
- Applicant creates an account at Jharkhand Single Window at [www.advantage.jharkhand.gov.in](http://www.advantage.jharkhand.gov.in) and applies for CAF.
- Create Account -> Login -> Apply for CAF -> Apply for Registration and License under Boilers Act
- Required Items: Mobile Number and Email Id

### Step 2: Applicant has to start filling form and provide:

Online Form Details

1. Basic Information
2. Company Address
3. Technical Information of Boiler
4. Boiler Address

### 5. Upload Section

#### 1. Owner ID Proof (Mandatory Upload)

- Aadhaar Card
- Voter ID Card
- Passport
- Pan Card
- Driving License
- Bank Account Passbook

#### 2. Owner Address Proof (Mandatory Upload)

- Passport
- Aadhaar Card
- Ration Card
- Electricity Bill
- Telephone Bill
- LPG Connection Document
- Bank Account Passbook

#### 3. Other uploads (Mandatory Upload)

- i. Form II - PDF
- ii. Form IV - PDF
- iii. Form III A - PDF
- iv. Form IIIB - PDF
- v. Form IIIC - PDF
- vi. Design Data Book -PDF
- vii. Boiler Pressure Parts Drawings - .dwg
- viii. Design Calculations - PDF
- ix. Approved Plant layout indicating boiler position - .dwg

OR

In case of boiler ownership transfer (Mandatory Upload)

- i. Form I memorandum of Inspection Book - PDF
- ii. Transportation advice - PDF
- iii. Transfer letter issued by Chief Inspector of Boiler of that State

6. Online Treasury Fee Challan/ Online Banking fee payment

**Step 3:** Form C is issued by the respective Inspector of Boilers (IB) to the applicant.

**Step 4:** Applicant provides a date for Hydro test

**Step 5:** Hydro Test is done within 30 days of date of complete application along with requisite fee by the IB and Form V (Provisional use of Boiler for 6 months) is immediately issued if the test is satisfactory.

**Step 6:** IB recommends to Chief Inspector of Boilers (CIB) in page 2-3 of Form 1

**Step 7:** CIB allots registry number and informs IB and applicant about the Set Pressure Test (Kg per sq cm). Boiler Licence is generated online within 7 days from the date of issue of Form V

**Step 8:** Memorandum of Inspection Book is submitted by IB to Chief Inspector of Boilers ;

**Step 9:** Applicant makes online request for date of Steam test

**Step 10:** Inspector of Boilers accepts or provides within 30 days or shorter period and will give the owner not less than 10 days' notice of the date so fixed.

**Step 11:** Inspector of Boilers conducts Steam Test If steam test is found satisfactory, Issue of Boiler Registration Number and online certificate in Form VI - Certificate for use of boiler

- Online system sends SMS to respective officers and applicant at each stage of progression.
- In case of any clarifications, the applicant is informed on actions to be taken and start date will be after all the clarifications have been received.
- Online application process requires no physical touch point.

- **Single Window Helpdesk:**

Office Timing : 10:00 AM to 6:00 PM (Monday to Friday)

Telephone No: 0651-6556666

Email: singlewindow-jh@gov.in

Single Window Department of Industries, Mines & Geology

3rd Floor, Nepal House, Doranda Ranchi, Jharkhand – 834002

- **Shramadhan Helpdesk :**

Office Timing : 10:00 AM to 6:00 PM (Monday to Friday)

Telephone No: +91 73668 32929

## Procedure for Renewal of Boiler Licence under Indian Boilers Act, 1923

### Step 1:

- Through Jharkhand Single Window for Industries
- Applicant creates an account at Jharkhand Single Window at [www.advantage.jharkhand.gov.in](http://www.advantage.jharkhand.gov.in) and chooses "Services -> Apply For CAF" if new user or go to My Accounts -> Online CAF for existing users of Single Window
- Add a new service -> Select Department = Deptt of Labour, Employment & Training Service | Service = Renewal of Licence under Boilers Act
- Required Items for login Registration: Mobile Number and Email Id

Or

- Through Labour Department's 'Shramadhan' Portal [www.shramadhan.jharkhand.gov.in](http://www.shramadhan.jharkhand.gov.in)
- Create Account -> Login -> Services -> Boiler Act -> Boiler Renewal-> Boiler Renewal Request  
Required Items: Mobile Number and Email Id

**Step 2:** Proceed to Renewal and pay fee through Treasury Fee Challan/ Online Banking fee payment

**Step 3:** Inspector of Boilers receives Application with Hydro test date request

**Step 4:** Inspector of Boilers accepts or provides another date

**Step 5:** Hydro Test is done by the Inspector of Boilers:

- If the condition of the Boiler and connected steam pipeline is satisfactory, then Fitness Certificate (Form V or VI) will be issued;
- If the condition of the Boiler or connected steam pipeline is not satisfactory, then notice under Sec 8(5)b of Act - 'Not Fit For Use' will be issued ;
- If the boiler was not kept ready for inspection then the Notice under 14 (2) of the Act will be issued and intimated to owner and Chief Inspector of Boilers;
- In case of Sec 14(2) Notice is issued, then owner will have to again apply for inspection

- Online system sends SMS to respective officers and applicant at each stage of progression.
- In case of any clarifications, the applicant is informed on actions to be taken and start date will be after all the clarifications have been received.
- Online application process requires no physical touch point.