Process Flow

Stage wise details and time for completion of each procedure/ step:

Renewal of boilers

Task	Task Name	Performing Designation	Actions	Timeline
T0	Application submission	Applicant	1. Application submitted by an applicant with attached Enclosures 2. Applicant receives an acknowledgement number 3. Forwards to T1	1
T1	Initial Verification by Dealing Assistant	Dealing Assistant	1. Scrutinizes/reviews the application and enclosures 2. In case of clarifications: Forwards to T1A with remarks 3. Otherwise Forwards with remarks to T2	1
T1A	Provide clarification and uploads missing enclosures	Applicant	Forward to T1	7
T2	Verification by Deputy Chief Inspector Boiler	Deputy Chief Inspector Boiler	1. Scrutinizes/reviews the application and enclosures 2. In case of clarifications: Forwards to T2A with remarks 3. Otherwise Forwards with remarks to T3 for Inspection	3
T2A	Provide clarification and uploads missing enclosures	Applicant	Forward to T2	7
T3	Inspection by Inspector	Inspector	1. Site Inspection and Verification by Inspector and forwards to T4 for evaluation 2. Document: Uploading inspection report	3
T4	Evaluation by Deputy Chief Inspector Boiler	Deputy Chief Inspector Boiler	Reviews Inspections report submitted by Inspector and forwards to T5 for payment	3
T5	Payment by applicant	Applicant	1. Applicant pay the amount 2. Forward the Application to T6	2

T6	Review by Deputy Chief Inspector Boiler	Deputy Chief Inspector Boiler	Reviews Payment and forwards to T7 for approval/ rejection	2
T7	Approval/rejection by Chief Inspector Boiler	Chief Inspector Boiler	1. Approval: certificate is issued 2. Rejects: Application rejected with valid reason	1
Total (Working Days)				**30**