Process Flow

Department: CIBF

Reform: Registration of Boilers

Service: Renewal for Registration of Boilers

Task (T)	Task Name	Performing Designation	Allowed Actions: (only one at a time Document(s): Enclosure/Annexure/Certificates Forward to Task: Conditional Business Rules
T0	Application submission	Applicant	▪ Application submitted by an applicant with attached Enclosures ▪ Applicant receives an acknowledgement number ▪ Forwards to T1
T 1	Initial Verification byDealing Assistant	Dealing Assistant	▪ Scrutinizes/reviews the application and enclosures ▪ In case of clarifications: Forwards to T1A with remarks ▪ OtherwiseForwards with remarks to T2
T1A	Provide clarification and uploads missing enclosures	Applicant	▪ Forwards to T1
T2	Verification byDeputy Chief Inspector Boiler	Deputy Chief Inspector Boiler	▪ Scrutinizes/reviews the application and enclosures ▪ **In case of clarifications:** Forwards to T2A with remarks ▪ OtherwiseForwards with remarks to T3 for Inspection
T2A	Provide clarification and uploads missing enclosures	Applicant	▪ Forwards to T2
T3	Inspection byInspector	Inspector	▪ Site Inspection and Verification by Inspector and forwards to T4 for evaluation ▪ Document: Uploading inspection report
T4	Evaluation by Deputy Chief Inspector Boiler	Deputy Chief Inspector Boiler	▪ Reviews Inspections report submitted by Inspectorand forwards to T5 for payment
T5	Payment by Applicant	Applicant	▪ Applicant pay the amount ▪ Forward the Application to T6
T6	Review by Deputy Chief Inspector Boiler	Deputy Chief Inspector Boiler	▪ Reviews Payment and forwards to T7 for approval/ rejection
T7	Approval/rejection by Chief Inspector Boiler	Chief Inspector Boiler	▪ Approval: certificate is issued ▪ Rejects: Application rejected with valid reason