

## **Procedure Document for Firm Registration of Boiler Manufacturer**

**I. Application** – A firm situated in Tamil Nadu intending to manufacture Boilers under Indian Boiler Regulations, shall apply for firm registration as Boiler Manufacturer under Indian Boiler Regulations in Single Window Portal (details are given below):

1. URL: <https://tnswp.com>
2. Department Name: Directorate of Boilers
3. Stage: Pre-Operation
4. Service Name: Grant of Recognition of Manufacturer of Boilers

**II. Supporting Documents** – The above application shall be accompanied by the following documents:

Sl.No	Document Name	Required/ Optional	Max Size	Document Type
1	Firm Registration Details	Mandatory	5MB	JPEG, PNG, PDF
2	Land type document (Owned/Leased/Rented)	Mandatory	5MB	JPEG, PNG, PDF
3	Partnership Document, if applicable	Conditional Mandatory	5MB	JPEG, PNG, PDF
4	Factory Site Layout	Mandatory	5MB	JPEG, PNG, PDF
5	Tools & Machinery Details	Mandatory	5MB	JPEG, PNG, PDF
6	Manpower Details	Mandatory	5MB	JPEG, PNG, PDF
7	Self-Declaration Letter	Mandatory	5MB	JPEG, PNG, PDF

**III. Fees Remittance** – Depending on the type of boilers intended to be manufactured by the firm, following fees shall be remitted by the applicant:

Sl. No.	Type of Boilers manufactured by the firm	Fees (INR)
1	Shell Type Boilers	2,500
2	Water Tube Boilers	5,000
3	Shell Type Boilers and Water Tube Boilers	5,000

The above fees shall be remitted by the applicant within the Single Window Portal itself.

**IV. Workflow and Timeline** – Once the application is submitted, following workflow steps will be followed by the Directorate of Boilers within the timeline specified for each step:

Sl. No.	Workflow Step Description	Timeline (Working Days)
1	Scrutiny of Application by Director of Boilers, Tamil Nadu	7
2	Inspection of the firm by Director of Boilers or Deputy Director of Boilers or Senior Assistant Director of Boilers.	10
3	Scrutiny of Inspection Report and Issue of Firm Registration Approval Letter by Director of Boilers, Tamil Nadu	5

**V. Delivery of Approval Letter** – Applicant may download the digitally signed Firm Registration Approval Letter issued by Director of Boilers, Tamil Nadu, within the Single Window Portal itself.

**VI. Applicability** – The applicability of this procedure document for various types of firms is as follows:

**1. Risk Category:** The above procedure is applicable to manufacturers of boilers of all types of risk category (Low/Medium/High).

**2. Size of Firm:** The above procedure is applicable to manufacturers of boilers of all sizes (Micro/Small/Medium/Large Enterprises).

**3. Business Location:** The above procedure is applicable to a Boiler Manufacturer firm situated anywhere in Tamil Nadu.

**4. Foreign/Domestic Investor:** The above procedure is applicable to firms of both kinds of investors subject to the restrictions imposed by other relevant Acts/Rules, if any.

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