



Tamil Nadu e-District Application Training Manual

Application for Approval of
Manufacturer/Erector of Boilers
(DBL-403)

Directorate of Boilers



राष्ट्रीय इ-गवर्नेस योजना
National e-Governance Plan

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Tamil Nadu e-District Application User Manual
E-DISTRICT TAMIL NADU USER MANUAL
(Government of Tamil Nadu)

1. Project Overview

Districts are the de facto front-end of government where most Government-to-Consumer or G2C interaction takes place.

The e-District project was conceptualized to improve this experience by creating an automated workflow system for the district administration and help in providing the citizen efficient department services through Common Service Centers (CSCs), the primary front end channels envisaged under the National e-Governance Plan by Department of Information Technology (DIT), Ministry of Communication and Information Technology (MCIT), Government of India.

2. General Information

Let's Start!!


2.1.Tools Required

You will be provided with the following basic infrastructure:

- Computer (CPU, Monitor, Keyboard & Mouse)
- Network Connection (as per requirement)
- Peripherals (as per requirement)
- Browser (Google chrome, Version 37)
- Uninterrupted Power Supply (UPS)



2.2.Starting your Computer

Steps

1. Ensure all cables are connected between the computer, network connection, peripherals & UPS
2. Plug the UPS to the electrical socket
3. Switch 'ON' the electrical socket
4. Switch 'ON' the UPS
5. Press the  (power button) on the computer
6. Allow the system to boot up.



1. Switch 'ON' the UPS only after you have switched 'ON' the power socket
2. Switch 'ON' the computer only after you have switched "ON' the UPS
3. Switch 'OFF' the power socket in there is an electrical spark in the socket

	4. Do not start the computer in case the UPS is not fully charged 5. Do not start the computer in case any of the wires are in contact with water sources / moisture
	6. In case you are not sure whether the computer is connected in the right way – please contact the system engineer

3. Purpose

This document is an integral part of e-District application user manuals. The objective of this document is to provide step-by-step assistance to the user on how to apply for Approval of Manufacturer/Erector of Boilers through the e-District Portal.

4. Scope

The scope of this document covers the 'Application for Approval of Manufacturer/Erector of Boilers' service offered under the **Directorate of Boilers**.

5. Getting Started

Following points and guidelines may be referred while accessing the e-Sevai/e-District application:

- User must have valid username and password
- Make relevant and correct entries only
- Recheck the entries before clicking on Submit button
- Mandatory fields cannot be left blank
- Mandatory/Optional documents should be attached as per requirement
- Do not make false entries

6. Services Offered under Directorate of Boilers

Following services are offered under the Directorate of Boilers:

1. DBL-401: Registration of License under boilers act
2. DBL-402: Renewal of License under boilers act
3. DBL-403 Application for Approval of Manufacturer/Erector of Boilers
4. DBL-404 Application for Renewal of Manufacturer / Erector of Boilers

7. Application for Approval of Manufacturer/Erector of Boilers

Following section describes how to apply for Approval of Manufacturer/Erector of Boilers through the e-District Portal:

7.1. Applying for Approval of Manufacturer/Erector of Boilers

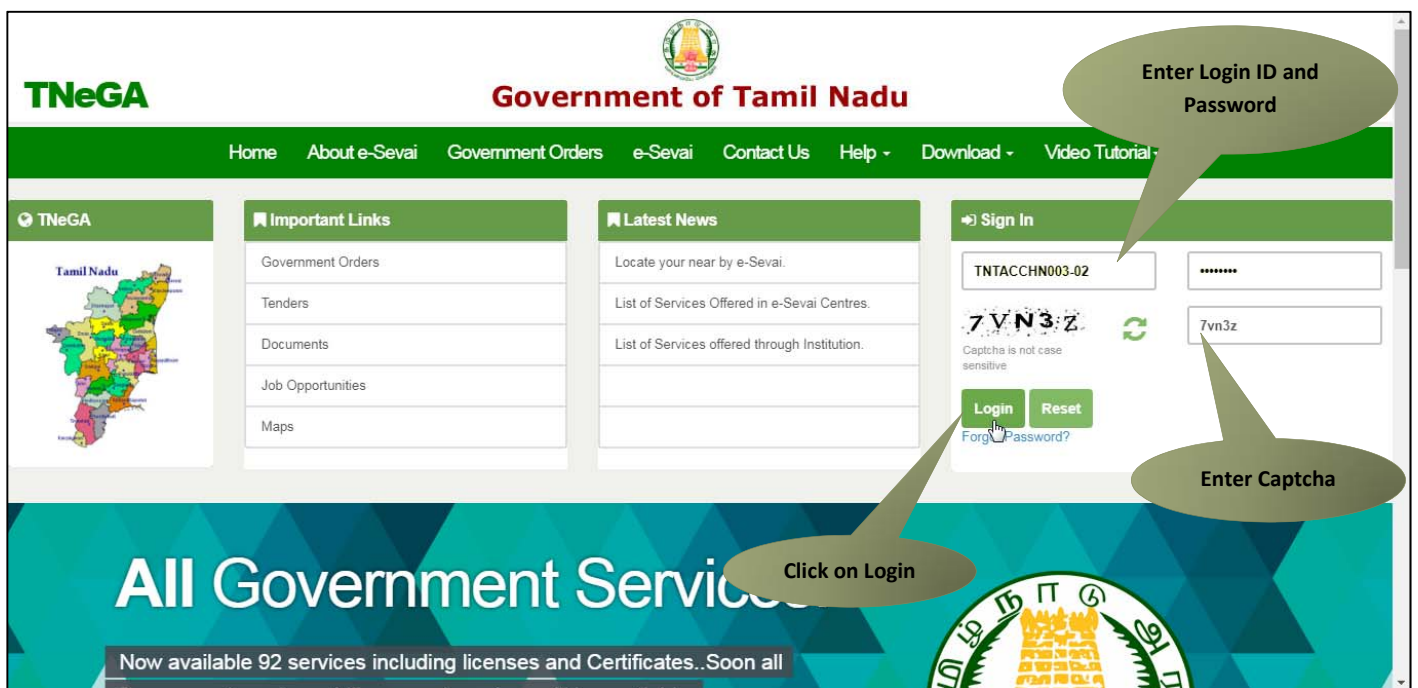
STEP 1: Go to the e-Sevai (Government of Tamil Nadu) Web Portal.

STEP 2: Enter the login credentials.

Make sure 'Operator' is selected in the **Operator Type** field.

STEP 3: Enter Captcha code.

STEP 4: Click on Login.



The screenshot displays the TNeGA Government of Tamil Nadu e-Sevai portal. The header includes the TNeGA logo and the Government of Tamil Nadu emblem. The navigation menu contains links for Home, About e-Sevai, Government Orders, e-Sevai, Contact Us, Help, Download, and Video Tutorial. The main content area is divided into four columns: TNeGA (with a map of Tamil Nadu), Important Links (Government Orders, Tenders, Documents, Job Opportunities, Maps), Latest News (Locate your near by e-Sevai, List of Services Offered in e-Sevai Centres, List of Services offered through Institution), and Sign In. The Sign In form includes fields for Login ID (TNTACCHN003-02), Password (masked with dots), and Captcha (7Vn3z). A 'Login' button is highlighted with a callout 'Click on Login'. Other callouts include 'Enter Login ID and Password' pointing to the ID field and 'Enter Captcha' pointing to the Captcha field. A banner at the bottom reads 'All Government Services' and 'Now available 92 services including licenses and Certificates.. Soon all'.

e-Sevai Dashboard will appear.

STEP 5: Click on **Services** on the left panel.



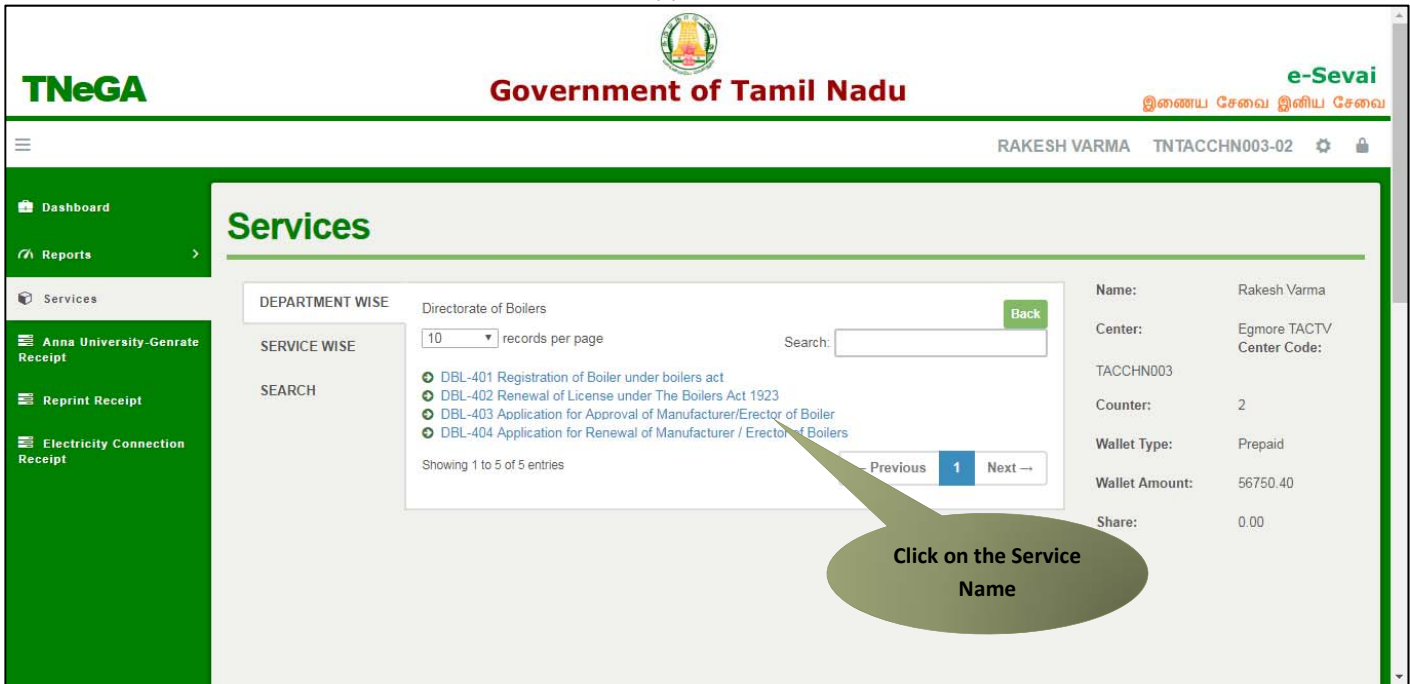
Department Wise service listing will appear.

STEP 6: Click on **Directorate of Boilers**.

You can also switch to the **Service Wise** listing, or switch to **Search** and search a particular service using keywords.



STEP 7: Click on **DBL-403 Application for Approval of Manufacturer/Erector of Boiler**.



The screenshot shows the TNeGA Government of Tamil Nadu e-Sevai portal. The user is logged in as RAKESH VARMA (TNTACCHN003-02). The Services section is active, showing a list of services under the Directorate of Boilers. The services listed are:

- DBL-401 Registration of Boiler under boilers act
- DBL-402 Renewal of License under The Boilers Act 1923
- DBL-403 Application for Approval of Manufacturer/Erector of Boiler
- DBL-404 Application for Renewal of Manufacturer / Erector of Boilers

A callout bubble points to the service names with the text "Click on the Service Name".

You will be redirected to the Tamil Nadu e-District Web Portal.

STEP 8: Fill up the form. Fields marked with **red asterisk** are mandatory.

Company Details: Enter applicant's company details.

Company Address: Enter applicant's company address.

Boiler Details: Enter details of the boiler.

Company Registration Details: Enter company registration details.

Manpower and Equipment Details: Enter manpower and equipment details.

Contact Details: Enter applicant's contact details.

STEP 9: Click on **Submit**.

Application Check Status Collection Amount Reprint Receipt TNEB Recheck

DBL-403 Application for Approval of Manufacturer/Erector of Boilers

Manufacturer or Erector * Manufacturer Erector

Manufacturer / Erector

Company Details

Name Of the Company * ABC Pvt Ltd. Status of Ownership * Partnership

Sr. No.	Owner's Name / உரிமையாளர்களின் பெயர்	Delete
1	M Ramalingam	X
2	Raja Chetty	X

Owner's Name/உரிமையாளர்களின் பெயர் * Add

Company Address

State / மாநிலம் * TAMIL NADU District / மாவட்டம் * Perambalur / பெரம்பலூர்

Taluk / வட்டம் * Perambalur / பெரம்பலூர் Revenue Village / கிராமம் * Velur / வேலூர்

Street No. / Name / தெரு பெயர் * Luz Church Road

Building / Door / Flat No. * 34 Block No./Name * N

Pin Code / அஞ்சல் எண் * 600004

Boiler Details

Type of Boiler Shell Type Boilers * Water Tube Boilers *

Shell Type Boilers, Capacity up to (TPH) * 10

Water Tube Boilers, Capacity up to (TPH) * 7

Company Registration Details

Registration Number * ABCD1234 Registered Date * 01/01/2017

Type of Land * Lease Place of Registration * Chennai

Registration Authority * Tamilnadu Govt

Manpower and Equipment Details

Tools and Plants Required for Manufacturing * 2 Steam Generators Manpower Strength * 200

Contact Details

Phone / Landline No. With STD Code Mobile Number * 96545

Email Id * a@humanitics.com

Submit Cancel

Fill up the form

Click on Submit

Next screen will show a list of required documents.

Attach the documents in prescribed file size and file type. Uploaded documents will be shown at the bottom. You may remove any uploaded document using the **cross** sign. The 'Upload' button will appear once you browse and add a document.

Application
Check Status
Collection Amount
Reprint Receipt
TNEB Recheck

Upload Docs for Application No. TN-7520180129104

List of Documents

1.	Firm Registration Details	Mandatory
2.	Land type Document(Rent or Lease or Owned)	Mandatory
3.	Factory Site Layout	Mandatory
4.	Tools and Machinery details	Mandatory
5.	Manpower Lists	Mandatory
6.	Self Declaration Document	Mandatory
7.	Partnership Document	Mandatory

Select Document * Partnership Document Document No. * 7

+ Add...

↑ Upload

Supported files types : pdf,jpeg,jpg,png
 Supported file size of document : 500 KB
 Supported file size of photo : 50 KB

Serial No.	Document Name	Document Number	File Name	Delete
1	Firm Registration Details	1	Firm Registration Details_1	✗
2	Land type Document(Rent or Lease or Owned)	2	Land type Document(Rent or Lease or Owned)_2	✗
3	Factory Site Layout	3	Factory Site Layout_3	✗
4	Tools and Machinery details	4	Tools and Machinery details_4	✗
5	Manpower Lists	5	Manpower Lists_5	✗
6	Self Declaration Document	6	Self Declaration Document_6	✗

Back

After uploading the documents, click on 'Make Payment'.

Serial No.	Document Name	Document Number	File Name	Delete
1	Firm Registration Details	1	Firm Registration Details_1	✗
2	Land type Document(Rent or Lease or Owned)	2	Land type Document(Rent or Lease or Owned)_2	✗
3	Factory Site Layout	3	Factory Site Layout_3	✗
4	Tools and Machinery details	4	Tools and Machinery details_4	✗
5	Manpower Lists	5	Manpower Lists_5	✗
6	Self Declaration Document	6	Self Declaration Document_6	✗
7	Partnership Document	7	Partnership Document_7	✗

Make Payment

Back

Payments page will appear. Amount payable (Total Fees) will be shown on screen. Click on **Confirm Payment**.

Application	Check Status	Collection Amount	Reprint Receipt	TNEB Recheck
Confirm				
Application Number	TN-7520180129104			
Applicant Name	ABC Pvt Ltd.			
Date of Application	29-Jan-2018			
Service Name	Application for Approval of Manufacturer/Erector of Boilers			
Mode Of Payment	CASH			
Service Charge	120.00			
Total	120.00			

Click to confirm payment

Confirm payment

Acknowledgement receipt will be shown.

Click on **Print Receipt** to download/print the receipt.

Application	Check Status	Collection Amount	Reprint Receipt	TNEB Recheck
Acknowledgement Receipt				
Application Number	TN-7520180129104			
Applicant Name	ABC Pvt Ltd.			
Service Name	DBL-403 Application for Approval of Manufacturer/Erector of Boilers			
Service Charge	120.00			
Total	120.00			

Click to print receipt

Print receipt

Your receipt has been sent to your email id -sangeeta.ghera@humanitics.com

The below figure shows the preview of the acknowledgement receipt.



தமிழ்நாடு அரசு / Government of Tamil Nadu
இ-சேவை மையம் / e-Sevai Centre

ஒப்புக்கை / ACKNOWLEDGEMENT

ரசுதி எண் / Receipt No. : TN-7520180129104	விண்ணப்ப எண் / Application No. : TN-7520180129104
விண்ணப்பதாரர் / Applicant Name : ABC Pvt Ltd.	விண்ணப்பித்த தேதி / Application date : 29-Jan-2018
துறையின் பெயர் / Department Name : கொதிகலன் இயக்குநரகம் / Directorate of Boilers	விண்ணப்பித்த சேவை / Applied for Service : DBL-403 Application for Approval of Manufacturer/Erector of Boilers

பணம் செலுத்திய விவரம் / Payment Details

விவரங்கள் / Particulars	செலுத்தும் முறை / Payment Mode	செலுத்தப்பட்ட தொகை (ரூ) / Amount Paid
விண்ணப்ப கட்டணம் / Application Fees	Cash	0.00
இ-சேவை மையக் கட்டணம் / e-Sevai Centre Charges		120.00
ரூபாய் எழுத்துக்களில் / Amount in words (Rs): One Hundred and Twenty Rupees Only		மொத்தம் / Total : 120.00

மையப் பெயர் & குறியீடு எண் / Centre Code & Type : null - null


கையொப்பம் / Signature of the Centre Operator

மேலே குறிப்பிட்டுள்ள அனைத்து விவரங்களையும் சரிபார்த்து கொள்ளவும். உங்கள் விண்ணப்ப நிலையை தெரிந்து கொள்ள பின்வரும் இணையதளத்தில் பார்க்கவும் 110.172.171.189/tneda/VerifyCertI.xhtml. உங்கள் விண்ணப்பத்தை உயர் அதிகாரி ஒப்புதல் அளித்த பிறகு டிஜிட்டல் கையொப்பமிட்ட சான்றிதழை பெற்றுக்கொள்ளலாம் / Kindly check correctness of all the details furnished above. To Check the Application Status see the URL 110.172.171.189/tneda/VerifyCertI.xhtml. After your application is approved by the approving authority, you can obtain the digitally signed certificate.



Please Note:

After submission, the application will be saved as draft. You can find draft applications under the **Saved Application** section and upload documents or make payment as required.

Application	Check Status	Collection Amount	Reprint Receipt	TNEB Recheck		
 Saved Application						
	Application Number	Service Name	Applicant Name	Date of Request	Status	Document Status
	<input type="text" value="TN-7520180129104"/>	<input type="text" value="DBL-403 Application for Approval of Manufacturer/Erector of Boilers"/>	<input type="text" value="ABC Pvt Ltd."/>	<input type="text" value="29-Jan-2018"/>	Saved	Pending
Application No. TN-7520180125102 All Mandatory Document are not uploaded						
				View Application	Upload Documents	



Tamil Nadu e-District Application User Manual

Submitted applications can be viewed under the **Submitted Application** section.

Application	Check Status	Collection Amount	Reprint Receipt	TNEB Recheck		
Submitted Application						
Sr. No.	Application Number	Service Name	Applicant Name	Date of Request	Status	Certificate
3	TN-7520180129104	DBL-403 Application for Approval of Manufacturer/Erector of Boilers	ABC Pvt Ltd.	29-Jan-2018	Check Status	NA

The current status of an application can be checked from the **Check Status** section.

Application	Check Status	Collection Amount	Reprint Receipt	TNEB Recheck
Check Status				
Application Number	<input type="text" value="TN-7520180129104"/>			
From date *	<input type="text"/>	To date *	<input type="text"/>	
Applicant Name	<input type="text"/>	District	<input type="text" value="--Select--"/>	
<input type="button" value="Search"/>				
Application Number	TN-7520180129104			
Applicant Name	ABC Pvt Ltd.			
Service Name	DBL-403 Application for Approval of Manufacturer/Erector of Boilers			
View Application	View Application			
Current Status	Application submitted to director			
Comment	Submitted			

Acknowledgement receipts can be re-printed from the **Reprint Receipt** section.

Application	Check Status	Collection Amount	Reprint Receipt	TNEB Recheck	
Reprint Receipt					
Sr. No.	Application Number	Service Name	Applicant Name	Date of Request	Print Receipt
3	TN-7520180129104	DBL-403 Application for Approval of Manufacturer/Erector of Boilers	ABC Pvt Ltd.	29-Jan-2018	Print Receipt

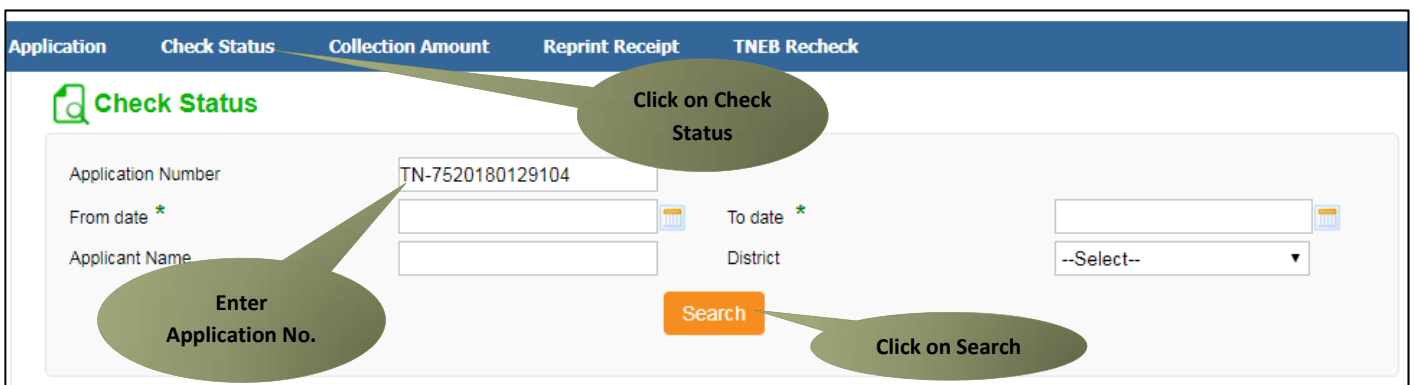
7.2. Downloading Certificate

Once the application is approved and digitally signed, the Firm Registration and Approval Certificate can be downloaded from the **Operator's desk** and handed over to the applicant.

STEP 1: Click on **Check Status**.

STEP 2: Enter **Application Number**.

STEP 3: Click on **Search**.



The screenshot shows the 'Check Status' page with a navigation bar containing 'Application', 'Check Status', 'Collection Amount', 'Reprint Receipt', and 'TNEB Recheck'. The 'Check Status' page has a search form with the following fields: Application Number (filled with 'TN-7520180129104'), From date, To date, Applicant Name, and District (dropdown menu). A 'Search' button is present. Callouts indicate: 'Click on Check Status' pointing to the 'Check Status' menu item, 'Enter Application No.' pointing to the Application Number input field, and 'Click on Search' pointing to the Search button.

The application will show up.

STEP 4: Click on **Download certificate** link.

Application Number	TN-7520180129104
Applicant Name	ABC Pvt Ltd.
Service Name	DBL-403 Application for Approval of Manufacturer/Erector of Boilers
View Application	View Application
Current Status	Application Approved
Comment	Approved.
Certificate	Download certificate

Remarks			
Officer Name:	SAKTHIVEL SHANMUGAS	Remarks:	Director Approved.
Date And Time:	30-Jan-2018 11:37:13		
Officer Name:	SAKTHIVEL SHANMUGASUNDHARAM	Designation:	Director
Date And Time:	30-Jan-2018 12:29:09	Remarks:	Inspection done.

Callout: 'Click to download certificate' pointing to the 'Download certificate' link in the first table.



The certificate will be downloaded.

The figure below shows the preview of the certificate:

**PUBLIC WORKS DEPARTMENT
DIRECTORATE OF BOILERS**

From,
SAKTHIVEL
SHANMUGASUNDHARAM
The Director of Boilers,
First Floor, (North Wing),
PWD Office Compound,
Chepauk, Chennai – 600005

Licence No: TN-7520180129104

Dear Sir,

Sub: Firm Registration – Design & manufacture of Shell Type up to 10 TPH and Water Tube Boilers up to 7 TPH under Indian Boiler Regulations, 1950 – Firm Approval requested – Orders issued – Reg.

With reference to your letter application cited & based on the brief history of the firm furnished by you and further to the inspection of your firm by the Director of Boilers, Tamil Nadu, Chennai-600005 on 30/01/2018, your firm is hereby approved to Design & manufacture of Shell Type up to 10 TPH and Water Tube Boilers up to 7 TPH Under the purview of Indian Boiler Regulations, 1950.

The welding works involved in the manufacture of Boilers should be carried out by your own welders, qualified under Indian Boiler Regulation, 1950. As a Boiler manufacturer, you are advised to qualify sufficient number of welders for Plate, Pipe and Tube welding under Indian Boiler Regulations, 1950.

Please note that the design and drawings the boiler and boiler components should be approved by the Inspecting Authority under clause (a) of Sub-section (2) of section 4D, before commencing the manufacture. All constructions should be done as per Appendix 'J' of Indian Boiler Regulations, 1950.

The firm manufacturer registration order issued is valid for the period from 30/01/2018 to 29/01/2019.

We have received sum of Rs. 7500.00/- (Rs. Seven Thousand Five Hundred)towards the firm registration fees.

You are informed that you should apply for the firm registration renewal every year, promptly before the expiry date, duly remitting Rs. 6000.00/- (Rupees Six Thousand only) towards the firm renewal fees and send the Original Treasury Challan to this office.

You are also informed that you should always have welders qualified under Indian Boiler Regulations, 1950 for plate, Pipe and Tube welding with valid certificates, for considering firm registration renewal.

The receipt of this order may please be acknowledged.

DIRECTOR OF BOILERS,
TAMILNADU, CHENNAI – 600 005

8. Disclaimer

This User manual is prepared as per the existing application; however actual screen shots may vary for few cases.