

APPLICATION FOR THE NATIONAL BOARD PROVISIONAL CERTIFICATE OF ACCREDITATION/ACCEPTANCE FOR AUTHORIZED INSPECTION AGENCIES (AIAs), FEDERAL INSPECTION AGENCIES (FIAs) AND OWNER USERS (OUIOs)

The purpose of the Provisional Certification is to allow potential Authorized Inspection Agencies (AIAs), Owner User Inspection Organizations (OUIOs), and Federal Inspection Agencies (FIAs) to employ National Board Commissioned Inspectors, prior to being accredited as an AIA, OUIO, or FIA in order to satisfy the requirements of QAI-1 and NB-381. Once the minimum of two Inspectors have submitted their applications (either by transfer of employment, reinstatement, or a new Commission), and meet the requirements in NB-263, RCI-1, *Rules for Commissioned Inspectors*, the Provisional AIA, OUIO, or FIA will receive email correspondence stating the pending Inspectors will have their Commissions issued pending a successful review.

APPLICATION INSTRUCTIONS:

1. This application is a writable PDF. Please download/save the application on your computer. You can then open the application, type in your information, digitally sign (if desired), and print/email the application form. **Any application filled in on the online view will not be saved. All applications must be typed and may be emailed, faxed, or mailed to the National Board.**
2. Enter the company name and address exactly as it appears in your Quality Manual and how it will appear on your Commission cards. Punctuation, spacing, and capitalization of the name are important.
3. If you are applying for provisional issuance of more than one certification, you must submit separate applications for each.
4. Be sure to include a current email address for the company's primary contact. All National Board correspondence will be sent to this address.
5. Be sure to keep a copy of the completed application submitted to the National Board.

IMPORTANT INFORMATION:

- Along with this application you will need to submit an UNCONTROLLED copy of your Quality Manual for review.
- Once your manual has been successfully reviewed, you will receive an email serving as your organizations National Board *Provisional Certificate of Accreditation/Acceptance*.

NEXT STEPS:

- Once you have received the *Provisional Certificate of Accreditation/Acceptance* email, your inspector's applications have been submitted, and you are ready for your review, you will need to submit an NB-463, Application for the National Board *Certificate of Accreditation/Acceptance*. Upon receipt of the NB-463, a proforma invoice will be emailed showing the amount due for the *Certificate of Accreditation* (there is no fee submitted to the National Board for the NB-360, *Certificate of Acceptance*).
- After the NB-463, inspector applications, and any applicable fees are received, the National Board scheduling coordinator, Jurisdiction or ASME will contact you to set up a date for your review.

SUBMIT APPLICATION & SUPPORTING DOCUMENTS TO:

Email: accreditation@nationalboard.org or Mail: The National Board of Boiler and Pressure Vessel Inspectors
Attention: Accreditation Department
1055 Crupper Avenue
Columbus, OH 43229-1183

Applying For (choose one):

<input type="checkbox"/> New Construction (Reference NB-360)	<input type="checkbox"/> Inservice Inspection (Reference NB-369)
<input type="checkbox"/> Owner User (Reference NB-371)	<input type="checkbox"/> Federal Inspection Agency (Reference NB-390)

Check all requested scope activities that apply:

Inservice Inspection (**only applicable to NB-369, NB-371 & NB-390**)
 New Construction Inspections (**only applicable to NB-360**)
 Acceptance Inspection of Repairs and Alterations

Company name and address in this section should be listed exactly as it appears in your Quality Manual and exactly as it will appear on your Certificate, with this issuance.

Company Name: _____

Division (if applicable): _____

Physical Address:

Mailing Address (if different from physical address):

Primary Contact Information:

(First and last name)

(Title)

(Telephone Number)

(Email address)

(Fax number)

(Company web address)

BY SIGNING BELOW, YOU AGREE TO THE FOLLOWING:

- To meet the requirements of NB-381, *Quality Program for Inspection Organizations*.
- To meet the requirements of NB-263, RCI-1, *Rules for Commissioned Inspectors*.
- When applicable, to be authorized by a jurisdictional authority that has responsibility for administering the boiler and pressure vessel laws in one jurisdiction in which the AIA is operating (with the exception of NB-360's).
- That the information on this application is accurate and complete.

X _____
Signature of company's authorized representative

Date

Printed name of company's authorized representative

Printed title of company's authorized representative

In accordance with NB-263, RCI-1, *Rules for Commissioned Inspectors*, please list a **minimum of 2 Prospective Inspectors, one of which must be a Supervisor/Technical Manager, however named.**

Prospective Supervisors/Technical Managers to be responsible for inspection activities:

Name: _____
Title: _____
Commission Number: _____
Endorsement(s): _____

Name: _____
Title: _____
Commission Number: _____
Endorsement(s): _____

Prospective Inspectors:

Name: _____
Title: _____
Commission Number: _____
Endorsement(s): _____

Name: _____
Title: _____
Commission Number: _____
Endorsement(s): _____

Name: _____
Title: _____
Commission Number: _____
Endorsement(s): _____

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