



Tamil Nadu e-District Application Training Manual

**Renewal of License under Boilers
Act (DBL-402)**

Directorate of Boilers



राष्ट्रीय इ-गवर्नेस योजना
National e-Governance Plan

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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 process applications received for Renewal of license under Boilers Act through the e-District Portal.

4. Scope

The scope of this document covers the ‘Renewal of License under Boilers Act’ 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

7. Renewal of License under boilers act

7.1. Processing Application at Deputy Director’s Desk

The Deputy Director is entitled to take the following actions on the submitted applications:

Approve: Approve the application

Reject: Reject the application

Return: Send the application back to the operator

Following steps shows how to process application at Deputy Director's Desk:

STEP 1: Go to Tamil Nadu e-district Web Portal **departmental login** page.

Government of Tamil Nadu e-District

Home About List of Services Verify Certificate Login Contact

acknowledgement no

Department Login

Citizen Request Direct
Citizen Request
CSC Enter Citizen Record
e-District Suite
Application Response
Department Query
Official

For Citizen
Log In or Register to Continue
Yet not an e-District Member? Click below on New Registration

Announcements

STEP 2: Enter login credentials and click on **Login**.

Government of Tamil Nadu e-District

Home About List of Services Verify Certificate Login Contact

acknowledgement no

Department Login

User Name
bdd_perambalur

Password
...

Login

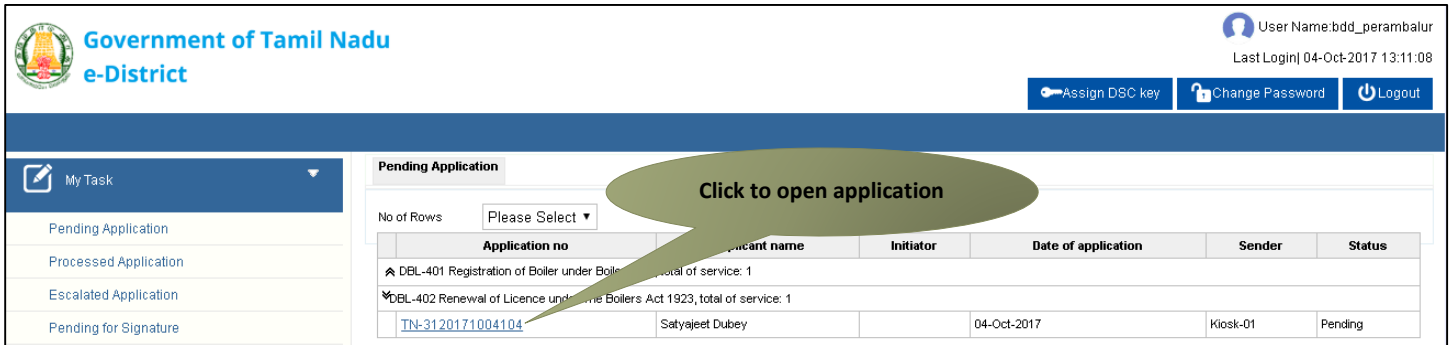
Enter username and password

Click on Login

Home | About | List of Services | Contact

Version 1.4.0.0

STEP 3: Pending applications will show up. Click on the **Application Number** link to open an application.



The screenshot shows the Government of Tamil Nadu e-District application portal. The header includes the CMS logo, the text "Government of Tamil Nadu e-District", and user information: "User Name: bdd_perambalur" and "Last Login| 04-Oct-2017 13:11:08". There are three buttons: "Assign DSC key", "Change Password", and "Logout".

On the left, there is a "My Task" menu with options: "Pending Application", "Processed Application", "Escalated Application", and "Pending for Signature".

The main content area is titled "Pending Application" and features a table with columns: "Application no", "Applicant name", "Initiator", "Date of application", "Sender", and "Status". A callout bubble points to the "Application no" column with the text "Click to open application".

Application no	Applicant name	Initiator	Date of application	Sender	Status
DBL-401 Registration of Boiler under Boilers Act 1923, total of service: 1					
DBL-402 Renewal of Licence under the Boilers Act 1923, total of service: 1					
TN-3120171004104	Satyajeet Dubey		04-Oct-2017	Kiosk-01	Pending

Application request details will open. You can view the application by clicking on the **View Application** button.



- My Task
- Pending Application
 - Processed Application
 - Escalated Application
 - Pending for Signature
 - Signed Certificate

Requested Details

Service Name	Renewal of Licence under The Boilers Act 1923 (DBL-402)	Applicant Name	Satyajeet Dubey
Application Number	TN-3120171004104	Date of Request	04-Oct-2017
Payment Mode :	Challan	Amount Paid:	1530.0
Payment Ref :	2154	Payment Date :	04/10/2017

[Download Challan Copy](#)

Application Form

Renewal of Licence under The Boilers Act 1923 (DBL-402) [View Application](#)

Status

Current Status **Application submitted to deputy director** Date of Submission **04-Oct-2017 01:25:09**

Uploaded Documents

Serial No.	Document Name	Document Number	View Document	Download
1	Previous Licence copy	1	View Document	Download
2	Other Documents	2	View Document	Download

[Download all](#)

Process Action

Action Taken by *

Maximum Pressure (in LBS) *

Square Inch Period From *

Square Inch Period To *

Type of Safety Valve *

Safety Valve Exceed size *

Field Inspection Date *

Hydraulically Tested to (Kg/CM2) *

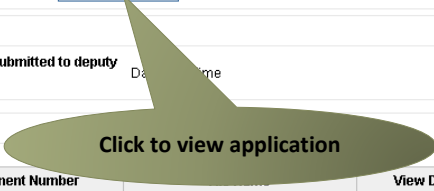
Hydraulically Tested On *

Repairs *

Remarks *

Remarks by Deputy Director/Senior Assistant Director *

English Tamil



The below figure shows the application preview:

14.102.15.36/tneda/common/viewBoiler_renewel.xhtml?appnum=TN-3120171004104 - Google Chrome

14.102.15.36/tneda/common/viewBoiler_renewel.xhtml?appnum=TN-3120171004104

DBL-402 Renewal of License under The Boilers Act 1923

Boiler Details

Registration No of Boiler * Boiler Makers No. *

Boiler Rating (Total Heating surface Area in m2) * Type of boiler *

Place of Manufacture * Year of Manufacture *

Maximum Continuous Evaporation * Name of Owner *

Situation of Boiler *

Contact Details

Phone / Landline No. with STD Code Mobile Number *

Email Id

User Name: bdd_perambalur
Last Login| 04-Oct-2017 13:11:08

[Assign DSC key](#) [Change Password](#) [Logout](#)

Satyajeet Dubey

04-Oct-2017
1530.0
04/10/2017

04-Oct-2017 01:25:09

	View Document	Download
	View Document	Download
	View Document	Download

STEP 4: Click on the **Download** link to download and verify uploaded documents.

Status

Current Status **Application submitted to deputy director** Date And Time **04-Oct-2017 01:25:09**

Uploaded Documents

Serial No.	Document Name	Document Number	File Name	View Document	Download
1	Previous Licence copy	1	Previous Licence copy_1	View Document	Download
2	Other Documents	2	Other Documents_2	View Document	Download

[Download all](#)

Click to download document

STEP 5: Select appropriate action, fill required fields, enter comments and click on **Submit**.

Process Action

Action Taken by *	Approve
Maximum Pressure (in LBS) *	12
Square Inch Period From *	01/10/2014
Square Inch Period To *	04/10/2017
Type of Safety Valve *	Guide Pressure Valve
Safety Valve Exceed size *	5
Field Inspection Date *	04/10/2017
Hydraulically Tested to (Kg/CM2) *	15
Hydraulically Tested On *	04/10/2017
Repairs *	Replace a heat exchanger
Remarks *	Replacement of heat exchanger required.

Remarks by Deputy Director/Senior Assistant Director *

English Tamil

Application approved.

Select an action

Click to process application

A confirmation popup will appear.

STEP 6: Click on **OK** to continue.

Download all 14.102.15.36 says:

Process Action Do you wish to proceed for this application ?

Action Taken by *

Maximum Pressure

Square Inch Period From * 01/10/2014

Click on 'OK'

Application will be processed as per the action taken.

Case 1: Approve

If the action taken was 'Approve', the application will appear under the **Pending for Signature** section.



- My Task
- Pending Application
 - Processed Application
 - Escalated Application
 - Pending for Signature

Pending for Signature

No of Rows

Application no	Applicant name	Initiator	Date of application	Sender	Status
DBL-402 Renewal of Licence under The Boilers Act 1923, total of service: 5					
TN-3120171004104	Satyajeet Dubey		04-Oct-2017	bdd_perambalur	Application Approved

From there, you can digitally sign the application after which it appears in the **Signed Certificate** section.

Once the application is digitally signed (post-approval), it appears in the Operator's account from where it can have downloaded and handed over to the applicant.

Case 2: Reject

If the action taken was 'Reject', the application will be marked as rejected. The operator will then see 'Application Rejected' under **Current Status** when he/she will check the application status.

Case 3: Return

If the action taken was 'Return', the application will be send back to the operator. The operator can then view shortfalls (in comments) and provide additional information/missing documents in support of the application. After this, he re-submits the application, which appears back in the account of the Deputy Director for further processing.

8. Disclaimer

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