



Technical Standards and Safety Authority  
345 Carlingview Drive  
Toronto, Ontario M9W 6N9  
[www.tssa.org](http://www.tssa.org)

## ***Instructions how to fill-out Request for/Update to TSSA UID Number***

### **The form shall be used when:**

This form shall be submitted every time a boiler or pressure vessel (BPV) satisfies at least one of the points below:

- New UID number is being requested from TSSA.
- A BPV has been moved to a new location, in the case of used equipment.
- The previous COI was issued with a CRN = IP12 or IP24 or IP36 or NA (ADD).
- If any data on the latest COI needs to be updated / changed.

### **When is the form not required:**

The BPV has a previously issued COI from TSSA and all information on the COI is correct. E.g. of fields are: location in plant, owner name, user name, MAWP, CRN or any other technical field.

### **How to send form:**

Email the completed form to [BPVidrequest@tssa.org](mailto:BPVidrequest@tssa.org)

Please ensure all fields are completed on the form, even if you are only requesting an update to only one field on the latest COI.

### **Instructions to assist completing the form:**

*TSSA UID Number:* When known. The previous ROI and COI will have this number documented.

List all registration numbers as marked on BPV (CRN,5AN etc.)

### ***Instructions to assist completing the Clients box:***

Provide owner & user contact information. If user is same as owner, under user enter "same as owner".

*If this rental equipment:* Mark "Is this a rental equipment". E.g., temporary boiler rental or rented Praxair or Air Liquide compressed gas storage tank.

*Is this a recent installation of used BPV equipment:* Mark yes if this BPV is recently installed as used BPV.

### ***Instructions to assist completing the BPV Description box:***

This box is for all information regarding a BPV and is important while searching the existing data base for existing TSSA UID numbers.

*Description of boiler or pressure vessel:* Enter type of vessel or boiler. As example, low pressure steam boiler, cast iron boiler, low pressure water heating boiler, coil steam power boiler, fire tube steam power boiler, water tube steam power boiler, economizer with isolation valve to boiler, ammonia refrigerant receiver, non ammonia refrigerant receiver, refrigeration condenser, refrigeration evaporator, deaerator, plate heat exchanger, shell and tube heat exchanger, pressure vessel with quick opening door, autoclave, sterilizer, air receiver, jacketed vessel, cryogenic vessel etc.

*Customer Equipment No.:* Enter customer assigned equipment number or tag number if known.

*Location in Plant:* Enter location in plant. This is important for large plants with a lot of BPVs.

*Dimensions:* Enter the estimated diameter and overall length of PV.



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**Heating Surface and or model number:** Should enter value from the name plate. For cast iron boilers number of elements can be entered.

**Horizontal or Vertical BPV and Supports:** Enter horizontal or vertical and type of pressure vessel supports, e.g. vertical on legs, vertical on lugs, horizontal on saddles etc.

### **Instructions to assist completing the Nameplate box:**

Provide all information available on BPV nameplate. If one of sides is exempt from regulation, check off box as applicable. As example shall and tube heat exchanger, tube side is steam above 15psi and shell side is vented to atmosphere. You check shell side exemption box. Other example is jacketed vessel with jacket MAWP of 15 psi, you will check exemption box for other side.

**Certification:** Enter either CSA B51 or ASME.

**ASME Code Section or Designator:** Enter ASME Code Section, e.g. I, IV or **VIII Div.1**, or Designator, e.g. S, HLW or U.

**Manufacturer:** Enter full name of manufacturer as on name plate.

**Year Built:** Enter year built as on name plate.

**Serial Number:** Enter the serial number of BPV from name plate.

**National Board Number:** Enter the National board no. as on name plate, if same as serial number state same as serial.

**O.I.N.:** Enter OIN if known. Can be from name plate or old certificate of inspection

**MAWP:** Enter maximum allowable working pressure as per name plate.

**Temp.:** Enter temperature as stamped on name plate. If name plate does not have temperature leave blank.

**MDMT:** Enter pressure vessel minimum design metal temperature if stamped on name plate.

**Fluid:** Enter service fluid, e.g. water, steam, air, oxygen, nitrogen, carbon dioxide, ammonia, R407A etc.

**Safety Valve Set.:** Enter set pressure for safety valve. If BPV is protected with more then one safety valve enter lowest set pressure.

**Inspection Cycle:** Check off box for applicable periodic inspection cycle.

### **Instructions to assist completing the Insurance and inspector box:**

Provide name of insurance company, name of inspector with Ontario Certificate of Competency number and inspector contact information.

**Inspection Agency Name:** Enter name of inspection agency performing inspection on behalf of insurance company it can be other insurance company or third party AIA.

**Remarks:** Enter any additional information, notes or if space provided in any of fields on form was insufficient