

# How to Search and to Download Certificates of Inspection



This guide is essential for anyone needing to access and download the Certificates of Inspection. By following the steps outlined, users can quickly filter and retrieve their authorizations.

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## How to Find a Certificate of Inspections

### 1 Under the BPV Owner Tab, click on Certificates

The screenshot shows the BPV Owner portal interface. The top navigation bar includes 'Home', 'Accounts', 'Applications', 'Invoices', and 'BPV Owner'. The left sidebar contains 'Owner Portal', 'Inventory', 'Records Of Inspection', 'Pay For Certificate Of Inspection', 'Certificates', and 'Cancellation Of Insurer'. The main content area is titled 'Inventory' and contains a search bar, a filter dropdown set to 'Active Inventories', and a 'Download' button. Below this is a table with the following data:

Inventory #	Legacy Inventory Numbers	Account	Account Number	Account Site
65087043		Hogwarts School of Magic	485003	Site
100000410	65023813, 65023826	Hogwarts School of Magic	485003	Site
100000412	65023824, 65023811	Hogwarts School of Magic	485003	Site
100000413	65023825, 65023812	Hogwarts School of Magic	485003	Site

## 2 Portal will display Certificates:

### What is Changing:

- Column for "CRN" added
- Column for "Equipment Tag" added

Owner Portal  
Owner Portal

Inventory

Records Of Inspection

Pay For Certificate Of Inspection

**Certificates**

Cancellation Of Insurer

Home Accounts Applications Invoices BPV Owner

### Certificates

Search For Something

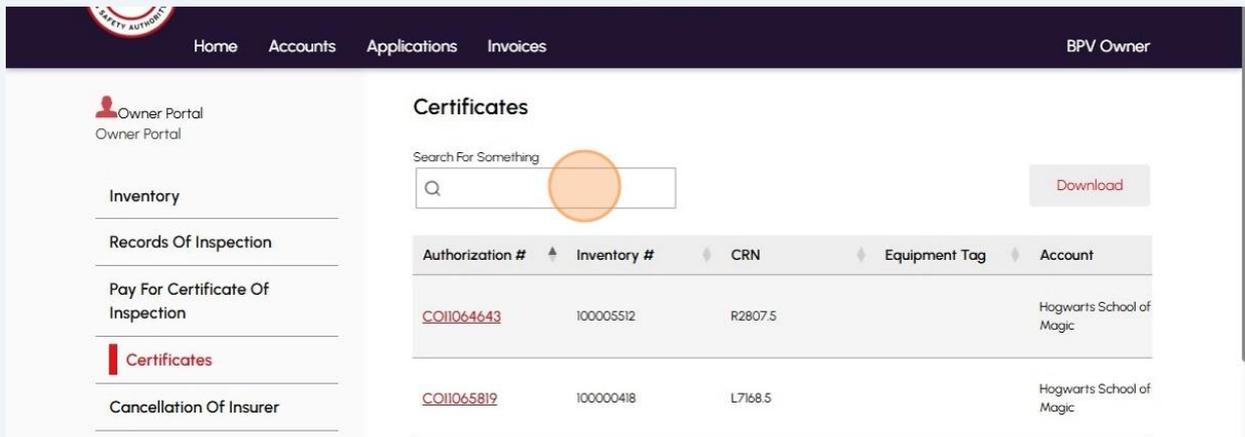
Download

Authorization #	Inventory #	CRN	Equipment Tag	Account	Account Number	Site
<a href="#">CO11064643</a>	100005512	R2807.5		Hogwarts School of Magic	485003	1 ELGIN ST. C ON, KIP SWL
<a href="#">CO11065812</a>	100000418	L7168.5		Hogwarts School of Magic	485003	1 ELGIN ST. C ON, KIP SWL

## How to search for a Certificate of Inspection

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Using the search bar you can filter by: Inventory number, CRN number, Equipment Tag, Account Name, Account Number or Site Address to help narrow down your search.



The screenshot displays the BPV Owner portal interface. At the top, there is a navigation bar with links for Home, Accounts, Applications, and Invoices, and a user profile for BPV Owner. On the left, a sidebar menu includes options like Owner Portal, Inventory, Records Of Inspection, Pay For Certificate Of Inspection, Certificates (highlighted), and Cancellation Of Insurer. The main content area is titled 'Certificates' and features a search bar with the placeholder text 'Search For Something' and a magnifying glass icon. A 'Download' button is located to the right of the search bar. Below the search bar is a table with the following columns: Authorization #, Inventory #, CRN, Equipment Tag, and Account. Two rows of data are visible in the table.

Authorization #	Inventory #	CRN	Equipment Tag	Account
<a href="#">COI1064643</a>	100005512	R2807.5		Hogwarts School of Magic
<a href="#">COI1065819</a>	100000418	L7168.5		Hogwarts School of Magic

# How to Download the Certificate of Inspection

## 4 Click on the Authorization link

The screenshot shows the 'Owner Portal' interface. The top navigation bar includes 'Home', 'Accounts', 'Applications', and 'Invoices', with the user role 'BPV Owner' on the right. The left sidebar contains a menu with 'Certificates' selected. The main content area is titled 'Certificates' and features a search bar and a 'Download' button. Below is a table with the following data:

Authorization #	Inventory #	CRN	Equipment Tag	Account	Account Number	Site
COI1064643	100005512	R2807.5		Hogwarts School of Magic	485003	1 ELGIN ST. O ON, KIP SWI, I
COI1065819	100000418	L7168.5		Hogwarts School of Magic	485003	1 ELGIN ST. O ON, KIP SWI, I

## 5 Click "Open File" on Browser Downloads

The screenshot shows a browser's 'Downloads' folder. It contains two PDF files: 'COI1064643 (2).pdf' and 'COI1064643 (1).pdf'. The 'Open file' link under the second file is highlighted with an orange circle. A 'See more' button is visible at the bottom of the folder view.

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PDF copy of the Certificate of Inspection will be displayed.

	Technical Standards and Safety Authority	<b>Certificate of Inspection</b> Technical Standards and Safety Act Ontario Boilers and Pressure Vessels Regulation	
<small>Every boiler, pressure vessel or piping shall have adequate pressure relief devices set to relieve at or below the maximum allowable working pressure (MAWP) as stated on this certificate.</small>			
Owner	Hogwarts School of Magic		
Owner Address	1 ELGIN ST PO BOX 1534 OTTAWA ON K1P 5W1 Canada		
User name	Site		
Installation Address	1 ELGIN ST OTTAWA ON K1P 5W1		
Location in Plant	MECHANICAL ROOM	Inspection Type	External
Equipment Description	Pressure Vessel	Canadian Registration Number (CRN)	L7168.5
Manufacturer's Serial Number	04G381004    Year Built    2004	TSSA UID Number	100000418
Manufacturer	AIC SA	This Certificate expires on	February 27, 2027
Primary Side MAWP (psi)	150	Inspector Name	AMIR HOUSHANG SHEIKH TAHERI
Insurer Name	INTACT INSURANCE	Inspector #	CC00978
Tag No.			
Mailing Address:	1 ELGIN ST PO BOX 1534, OTTAWA, ON, K1P 5W1, Canada		
			Issued by the Director, Ontario Boilers and Pressure Vessels
<small>The owner of every boiler or pressure vessel in respect of which a certificate of inspection has been issued shall keep the certificate in good condition and post it in a conspicuous place near the boiler or pressure vessel, as the case may be, or, if that is impractical, at the place that an inspector or the insurer of it directs in writing. This CDI was issued based on information submitted by a third-party inspection agency.</small>			

