



Technical Standards and Safety Authority
345 Carlingview Drive
Toronto, Ontario M9W 6N9
Tel: 416.734.3300
Fax: 416.234.9169
Customer Service: 1.877.682.8772
www.tssa.org

Application for an Ontario Certificate of Authorization
For Ontario based businesses
CSA N285.0 Metallic Material Organizations
Technical Standards and Safety Act
Boilers and Pressure Vessels Regulation

On completion, send this form to the attention of Boilers and Pressure Vessels Safety at the top left TSSA address.

Company: _____
(Legal Company Name and Corporation No.)

Division: _____
(If required)

Facility Address: _____
(Including street, city, province/state, country, postal / zip code)

Billing Address: _____
(If different from Facility Address)

Code Effective Date:

CSA N285.0 Edition _____ Update _____ and ASME Edition _____ Addenda _____

This application is for (check all applicable):

- ☐ New Certificate ☐ Renewal Certificate
- ☐ Material Organization scope addition to certificate number _____
- ☐ Corporate certificate extension for certificate number(s) _____

If renewal: Current certificate number(s) _____

Expiration date(s) _____

Material Organization Program Scope (Check all boxes that are applicable)

- ☐ Operations performed during the melting and heat analysis of the material
- ☐ Operations affecting the mechanical properties of the material
- ☐ Conversion from one product form into another product form including applicable dimensional requirements
- ☐ Certification to the applicable material specification
- ☐ Testing, examination, repair, or treatments required by the material specification or the specific applicable material requirements of ASME Sec. III and certification of the results of such tests, examinations, repairs, or treatments
- ☐ Receipt, identification, verification, handling, storage, and shipment of material or source material
- ☐ Qualification of Nonaccredited Material Organizations permitted by NCA-3820(b)
- ☐ Approval and control of suppliers of source material or subcontracted services NCA-4255.3
- ☐ Utilization and certification of unqualified source material

Ensure that each of the checked items above are clearly addressed in the Quality System Manual with the applicable controls



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Check each box for the type of Operations and Materials to be listed in the certificate scope below:

Note: The Material warehouse quarantine storage location and implementation of controls for receiving, handling, storage and shipping at that location shall be demonstrated to the TSSA survey team.

Check (X) each applicable box in the line below for the Type of Operation(s) you are applying for to be listed in the Certificate Scope. Strike diagonal line (/) line across each box that does not apply.

☐	Manufacture of Materials	☐	Supply of Materials	☐	Ferrous Materials	☐	Non-Ferrous Materials	☐	Nonmetallic Materials
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Check (X) each applicable box in the two lines below for each additional operation you are requesting. Strike a diagonal line (/) across each box that does not apply.

☐	Utilization of Unqualified Source Material	☐	Approval and Control of Suppliers
☐	Qualification of Nonaccredited Material Organizations	☐	Shipment of Material from Qualified Material Organizations to Other Parties

Indicate in each applicable box in the line below the Type of Operation(s) you intend to perform "P" or subcontract "S". Strike a diagonal line (/) across each box that does not apply.

☐	Material Testing	☐	Weld Repair	☐	Nondestructive Testing	☐	Heat Treatment
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Identify your product forms by indicating in each of the spaces provided below the type of material from which the product is made using "F" for Ferrous and "NF" for Nonferrous. When applying for both Manufacturing and Supplying activities also identify the applicable activity for each product using "M" for Manufacturing and "S" for Supplying. Strike a diagonal line (/) across each box that does not apply.

PRODUCT FORMS REQUESTED

	Bars		Fittings made from Tubular Products Welded With Filler Metal	WELDING MATERIAL			
	Threaded Fasteners		Seamless Tubular Products		Bare Electrodes		Bare Wire
	Castings		Tubular Products Welded Without Filler Metal		Covered Electrodes		Consumable Inserts
	Forgings		Tubular Products Welded With Filler Metal (ASME NPT Type)		Flux Cored Electrodes		Welding Flux
	Plates		Structural Shapes		Metal Cored Electrodes		Powdered Filler Metal
	Clad Plates		Sheet		Strip Electrodes		
	Seamless Fittings		Strip				
	Flanges		Brazing Material				
	Fittings Welded Without Filler Metal						

SEMI FINISHED PRODUCT FORMS

NONMETALLIC MATERIALS

SEMI-FINISHED / PRODUCT FORMS				NON-METALLIC MATERIALS	
☐	Rounds	☐	Billets	☐	PE Plastic Pipe (Straight)
☐	Hollows	☐	Ingots	☐	PE Plastic Pipe Pellets
☐	Hot Rolled Wire	☐	Semi Finished Strip		
☐	Hot Rolled Rod				



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Program Activities (e.g. warehousing) Performed at Other Locations (attach additional sheets if required):

Location	Activity Description(s)

Name of Authorized Inspection Agency (AIA) of Record (if applicable): _____

Do you have a signed Inspection Services Agreement with the above listed AIA? ☐ YES ☐ NO

Company Abbreviation (if used on marking or documentation): _____

FEES:

Ontario applicants, please remit payment (see Payment Information below) for the minimum fee with this application as shown below. A Pro-Forma Quote will be provided with additional charges that will be invoiced.
Applicants outside of Ontario are required to use the correct application and contact TSSA for a quote (additional fees will apply).

Service	Fee Type	Fee (see Fee Schedule)	HST	Total Fees Due
CSA N285.0 Nuclear Metallic Material Organization (Up to 19 hours included)	Minimum	3,966.00	\$ 515.58	\$ 4,481.58

1

If paying by credit card, amount in Box 1 to be entered in TSSA Service Prepayment Portal

CANCELLATION OR POSTPONEMENT FEES:

Cancellation or postponement, by an applicant, of a scheduled N285.0 Nuclear survey in Ontario, which occurs 30` working days or less from the agreed site implementation survey date, will be invoiced as follows. The cancellation fee will be deducted from the minimum fee. Postponement and any additional charges due to airfare changes, plus applicable taxes will be invoiced separately.

- Nuclear Material Organization Cancellation or Postponement Fee **\$990.00***

NOTES:

- 1) Total Survey charges will include the above Minimum Fee plus hourly billing for any excess time above the 19 hours included in the Minimum Fee for the Team Leader and all time for the Authorized Nuclear Inspector Supervisor's travel, expenses and Survey time at the hourly inspection labour rate as outlined in the Boilers and Pressure Vessels Fee Schedule.
- 2) Up to 19 hours of Team Leader time at location and for review of the manual and travel cost is included in the above Minimum Fee however, if air travel is required then airfare and expenses are extra and not included in the Minimum Fee.
- 3) Any Extra time for team leader due to additional location will be billed per the hourly inspection labour rate as outlined in the Boilers and Pressure Vessels Fee Schedule.
- 4) The minimum fee is for the Team Leader. Any additional resource is not included in the minimum fee and will be billed at the hourly inspection labour rate as outlined in the Boilers and Pressure Vessels Fee Schedule.



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- 5) Time for Pre-survey is not included & will be billed separately per the hourly inspection labour rate as outlined in the Boilers and Pressure Vessels Fee Schedule.
- 6) The following activities related to the Survey such as: Quality Manual pre-reviews, meetings and/or consultations, pre-survey inspections (and/or site visits), post-survey follow-ups (site visits and/or document review) will be billed at the hourly inspection labour rate as outlined in the Boilers and Pressure Vessels Fee Schedule.
- 7) Time in excess of 8 hours per day will be billed at the overtime rate (1.5 times hourly inspection rate in effect at the time of the Survey), per TSSA Survey team member.
- 8) Each Certificate of Authorization will be invoiced at a cost shown on the current Boilers & Pressure Vessels Fee Schedule, upon completion of a successful Survey.
- 9) 13% H.S.T. is applicable to survey, inspection, cancellation and postponement fees.
- 10) Applications for each of the certificate program locations above requires a separate quality program implementation demonstration, on a demonstration item or production work in progress, to show all aspects of the program applied for, in current operation to a TSSA survey team. **Applicants should ensure that the written program is accepted by Authorized Nuclear Inspector Supervisor and fully implemented at each location before requesting TSSA to perform a survey.**
 - a) Each location street address for which a Material Manufacture or Material Supply quality system certificate of authorization is requested.
 - b) All supporting location addresses where procurement, QA and/or engineering activities are being controlled, managed and administered; including those support activities such as quarantine warehousing performed at sites other than the main certificate holder location street address.
 - c) For each shop location street address that wishes to include nuclear Material Supply or Material Manufacture including material warehousing, secure storage, and quarantine capabilities; the addition of each of the following activities shall be individually documented in the manual with implementation of the program controls satisfactorily demonstrated by the applicant, before they can be included in a certificate:
 - “Shipment of Material from Qualified Material Organizations to other parties”;
 - “Qualification of Non-certified Material Organizations”;
 - “Utilization of Unqualified Source Material”;
 - “Approval and Control of Suppliers”

By signature below and as a part of TSSA accreditation, the applicant accepts all conditions related to the issue and use of the Certificate of Authorization provided by TSSA and agrees to unannounced TSSA audits of the program at TSSA's discretion.

Contact: _____ Title: _____

Phone: _____ Email: _____

Cell: _____ Fax: _____

Signature: _____ Date: _____
(Must be signed by a Senior Company Officer or Designee)



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PAYMENT INSTRUCTIONS

TSSA use only WO # _____	L # _____ CH # _____
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If paying by cheque, bank draft, money order or wire transfer, this form must accompany all applications submitted to TSSA. A separate payment form is required for each application. Please refer to our fee schedule posted on our website www.tssa.org. HST Registration No: 891131369.

Payment Options:

Credit Card - Click link below

[TSSA Service Prepayment Portal](https://forms.tssa.org/Payments/Service-Prepayment-Portal)

<https://forms.tssa.org/Payments/Service-Prepayment-Portal>

If paying by Cheque, Bank Draft, Money Order or Wire transfer complete the following and select payment method:

Name of Applicant/Organization:

Telephone No:

Email Address:

Cheque, Bank Draft or Money Order (payable to Technical Standards and Safety Authority)

Cheque/Bank Draft/Money Order #: _____

Mail payment along with a copy of your application to:

Attention: Accounts Receivable
Technical Standards and Safety Authority
345 Carlingview Drive
Toronto, Ontario M9W 6N9

Wire Transfer

Pay to Bank: TD Canada Trust

Beneficiary: Technical Standards and Safety Authority

Swift: TDOMCATTTOR

Account: 05200306317

Please add \$CDN 15.00 to your remittance for bank handling charges for wire transfers. Send a copy of your wire remittance by e-mail to areceivable@tssa.org along with a copy of your application.

If a copy of the application is not submitted with your payment, this will delay the processing of the application.

Dishonored Payments: A \$35 administration fee will apply for each returned item