

Replacement Nameplates and/or Re-stamping of Code Data on Pressure-Retaining Items

Not to be used by NBBI “R” Symbol Quality Control Program (QCP) Certificate Holders

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1. Scope

This paper details the process for Quality Control Program (QCP) certificate holders to follow when trying to obtain acceptance and authorization to create a replacement nameplate for a pressure-retaining item and/or to re-stamp pertinent code data onto a pressure-retaining item.

This information paper shall be used in conjunction with form *TSK-0016 Replacement of a Nameplate and/or Re-stamping of Code Data*.

2. Outside of the Scope of this Paper

This paper does not apply to QCP certificate holders with a National Board R Symbol Certificate of Authorization (CoA). QCP certificate holders with a National Board R symbol CoA shall follow the requirements of the National Board Inspection Code (NBIC), Part 2, Section 5 and use form NB-136.

3. Background

From time to time, the stamping on a pressure-retaining item becomes indistinct or the nameplate is lost, illegible or detached. However, traceability to the original pressure-retaining item is still possible. In order to maintain that traceability, a replacement nameplate and/or the re-stamping of code data may be required.

The replacement nameplate and/or re-stamping requires a QCP certificate holder to perform the work. Within Saskatchewan, there are two kinds of QCP certificate holders:

- QCP certificate holders with a National Board R symbol CoA; and
- QCP certificate holders without a National Board R symbol CoA.

Under the requirements of the NBIC, QCP certificate holders with the National Board R symbol CoA are required to follow the process outlined in the NBIC, Part 2, Section 5 for replacing nameplates and/or re-stamping code data. Unfortunately, the requirements of the NBIC are not applicable to shops without the R symbol CoA.

Non-R symbol QCP certificate holders are often referred to as CSA B51 shops or companies because their quality programs are qualified to the CSA B51 code. Therefore, they do not follow the specifics of the NBIC. For this reason, TSASK has created this separate process and form that follows the requirements of the NBIC; but, is tailored to the CSA B51 companies' specific requirements.

Going forward, all CSA B51 QCP certificate holders shall follow the steps outlined in this paper when replacing a nameplate and/or re-stamping code data on pressure-retaining items.

4. New Form for Replacement Nameplates and/or Re-stamping of Code Data

TSK-0016 Replacement of a Nameplate and/or Re-stamping of Code Data shall be used by CSA B51 QCP certificate holders. This form is based on NB-136 and contains the same information required on the National Board with additional TSASK requirements.

4.1. Two Part Form

The form has been broken into two parts:

- Part 1 – Application to TSASK for Acceptance and Authorization; and
- Part 2 – Witnessing the Attachment of the Replacement Nameplate and/or Data Re-stamping.

The applicant shall fill in Part 1 completely and submit to TSASK for review. If TSASK accepts the documentation provided as proving traceability, the TSASK AI shall sign and date the form and return to the applicant. Upon

receipt of the returned form, the applicant shall fill in Part 2 and retain the form at site until the TSASK AI arrives to witness the nameplate attaching and/or data re-stamping.

If the TSASK AI does not accept the submitted documentation, the TSASK AI shall contact the applicant to discuss. If no alternative is found, the TSASK AI shall reject the application and return to the applicant.

4.2. Invoicing

TSASK shall invoice the applicant for the time the TSASK AI spends reviewing the submitted documents even if the application is rejected. TSASK shall also invoice for witnessing the nameplate attachment and data re-stamping. All inspection services are subject to an hourly rate plus all reasonable travel, meal and accommodation expenses incurred by the AI providing the service. All expenses shall be invoiced by TSASK after completion of the service.

5. Completing the form

The following paragraphs outline the requirements of the form and provide guidance on completing the form for submission to TSASK.

5.1. Part 1 – Application to TSASK for Acceptance and Authorization

5.1.1. Owner and QCP Company Information – Section I.

A CSA B51 QCP company shall complete the form making sure to include the owner information and contact, too. The contact person shall be someone involved with the project and able to answer any questions TSASK may have.

5.1.2. Pressure Retaining Item Information – Section II.

TSASK shall confirm that the pressure-retaining item has been entered into the TSASK database. Applicants shall fill this section in completely. The application shall not be accepted if the TSASK licence number and Manufacture's serial number as a minimum are not provided.

When filling in the "Manufactured for" box, the information may be on the Manufacturer's Data Report (MDR). However, sometimes, when the item was not made specifically for a company, this might be blank or say, "for stock". If that is what is on the MDR, then leave it blank or put, "for stock". No other explanation is required.

If the owner does not have the MDR and does not know who the pressure-retaining item was originally manufactured for, then simply state, "unknown".

5.1.3. Supporting Documentation – Section III.

In order to create a replacement nameplate and/or to re-stamp the pressure-retaining item, documentation providing traceability for the pressure-retaining item shall be provided by the applicant. TSASK prefers the MDR supported by a design drawing. However, only one of these pieces of information shall be acceptable provided the documentation is complete.

When an owner does not have the MDR or the design drawings, the owner or his designate may furnish the QCP certificate holder with other evidence which provides traceability for the original pressure-retaining item. The QCP certificate holder shall then submit that documentation to TSASK for review and acceptance. The QCP certificate holder shall provide details of the other documentation in the space provided on the form.

If an owner or his designate has all of the documentation listed in Part III plus additional information to further provide traceability, the owner shall ensure the QCP certificate holder is provided with this information. The applicant shall then check the Yes box for all that apply and provide a description for the “other” documentation.

If no documentation is produced or the documentation supplied is insufficient, the Chief Inspector may consider a combination of engineering evaluations, NDE testing and/or hydrotesting.

5.1.4. Disclaimer – Section IV.

This disclaimer is provided to highlight to the CSA B51 QCP certificate holder and the owner that not supplying sufficient documentation may require more investigation by TSASK. There shall be an associated fee with this further investigation.

5.1.5. Date Requested – Section V.

The applicant shall provide to TSASK an approximate date when the replacement nameplate may be ready for re-attachment or when the QCP certificate holder will be ready to re-stamp the data. This is to help with manpower assignments and to ensure TSASK has an AI available when requested.

5.1.6. Original Nameplate or Stamped Information – Section VI.

The applicant shall provide a rubbing and/or a picture of the nameplate to be replaced or the stamped information requiring re-stamping as available. Applicants shall attach a separate file and/or piece of paper with the rubbing and/or pictures.

5.1.7. Replacement Nameplate or Re-stamped Data Submission and Acceptance & Authorization – Section VII.

The QCP certificate holder shall review the information contained in Part 1 of the form and then sign and date Section VII, Point 1. The form is now ready for submission to TSASK. All forms shall be emailed to boilerpermits@tsask.ca for processing. Applicants may choose to send hard copies in the mail to:

Boiler Permits - TSASK
2202 – 2nd Avenue
REGINA SK S4R 1K3

Once TSASK receives the form and reviews the attached documentation, the TSASK AI shall either sign Point 2 or, if rejecting the application, Point 3.

TSASK shall return the application to the applicant once either Point 2 or 3 is signed.

TSASK reminds the applicant of the following:

- The signature in Section VII, Point 2 is not permission to attach a replacement nameplate or to re-stamp the data. This signature is TSASK’s confirmation that the documents presented are acceptable and the applicant has authorization to proceed with the making of a replacement nameplate or preparations to re-stamp the data.
- If there is insufficient information to provide traceability, the TSASK AI shall sign Section VII, Point 3 and return to applicant. This will only happen if all opportunities to find traceability are exhausted.
- The attachment of the replacement nameplate or re-stamping of the code data shall be verified and **witnessed by a TSASK Authorized Inspector**. The witnessing TSASK AI shall sign Section IX.
- Once the replacement nameplate is ready and/or the QCP company is prepared to re-stamp the data into the pressure-retaining item, the QCP certificate holder shall notify TSASK and confirm with the TSASK AI the date.

5.2. Part 2 – Witnessing the Attachment of the Replacement Nameplate and/or Data Re-stamping

5.2.1. Replacement Nameplate and/or Re-stamped Data – Section VIII.

Once TSASK has accepted the documentation provided for traceability and the TSASK AI has signed Section VII, Point 2, the applicant may either create the replacement nameplate or prepare the vessel for re-stamping.

The QCP certificate holder shall ensure that the replacement nameplate is clearly marked, “Replacement”.

5.2.2. TSASK AI Witness – Section IX.

Once the replacement nameplate has been made, the applicant shall provide TSASK with a rubbing and a picture of the replacement nameplate. Once the pressure-retaining item has been re-stamped with the TSASK AI present, a rubbing and a picture of the re-stamped data shall be attached to the completed form.

The TSASK AI shall witness the attachment of the replacement nameplate and/or the re-stamping of code data. The TSASK AI shall ensure rubbings and pictures have been done and taken.

Once satisfied, the TSASK AI shall sign and date the form.

5.2.3. Retention of Completed Form – Section X.

The owner or his designate shall retain the original form and all the supporting documentation. TSASK shall be provided a copy of the completed form and the rubbings and pictures for the TSASK equipment records. The QCP certificate holder may retain a copy of the application for their files.

6. **Submit the Application Form to TSASK**

Applicants may submit the form to TSASK by:

- email at boilerpermits@tsask.ca; or
- by hard copy to:
Boiler Permits – TSASK
2202 – 2nd Avenue
REGINA SK S4R 1K3

7. **Questions Regarding an Application**

For additional information or if there are any further questions or concerns, please contact TSASK:

- By email at boilerpermits@tsask.ca;
- By phone at either (306) 798-7111 (Regina) or Toll Free (866) 530-8599. Please ask to speak to the Manager, Boiler and Pressure Vessel Safety Services; or
- Visit the TSASK website at www.tsask.ca for more information