
APPLICATION FOR THE NATIONAL BOARD *PROVISIONAL CERTIFICATE OF ACCREDITATION/ACCEPTANCE* FOR AUTHORIZED INSPECTION AGENCIES (AIAs), FEDERAL INSPECTION AGENCIES (FIAs) AND OWNER USERS (OUIOs)

The purpose of the Provisional Certification is to allow potential Authorized Inspection Agencies (AIAs), Owner User Inspection Organizations (OUIOs), and Federal Inspection Agencies (FIAs) to employ National Board Commissioned Inspectors, prior to being accredited as an AIA, OUIO, or FIA in order to satisfy the requirements of QAI-1 and NB-381. Once the minimum of two Inspectors have submitted their applications (either by transfer of employment, reinstatement, or a new Commission), and meet the requirements in NB-263, RCI-1, *Rules for Commissioned Inspectors*, the Provisional AIA, OUIO, or FIA will receive email correspondence stating the pending Inspectors will have their Commissions issued pending a successful review.

APPLICATION INSTRUCTIONS:

1. This application is a writable PDF. Please download/save the application on your computer. You can then open the application, type in your information, digitally sign (if desired), and print/email the application form. **Any application filled in on the online view will not be saved. All applications must be typed and should be submitted via email to accreditation@nbbi.org.**
2. Enter the company name and address **exactly** as it appears in your Quality Manual and how it will appear on your Commission cards. Punctuation, spacing, and capitalization of the name are important.
3. If you are applying for provisional issuance of more than one certification, you must submit separate applications for each.
4. Be sure to include a current email address for the company's primary contact. All National Board correspondence will be sent to this address.

IMPORTANT INFORMATION:

- Along with this application you will need to submit an UNCONTROLLED copy of your Quality Manual for review.
- Once your manual has been successfully reviewed, you will receive an email serving as your organizations National Board *Provisional Certificate of Accreditation/Acceptance*.

NEXT STEPS:

- Once you have received the *Provisional Certificate of Accreditation/Acceptance* email, your inspector's applications have been submitted, and you are ready for your review, you will need to submit an NB-463, Application for the National Board *Certificate of Accreditation/Acceptance*. Upon receipt of the NB-463, and when applicable, a proforma invoice will be emailed showing the amount due.
- After the NB-463, inspector applications, and any applicable fees are received, the National Board Surveys & Reviews Coordinator, Jurisdiction, or ASME will contact you to set up a date for your review.

SUBMIT APPLICATION & SUPPORTING DOCUMENTS TO:

Email: accreditation@nbbi.org or Mail: The National Board of Boiler and Pressure Vessel Inspectors
Attention: Technical Department-Accreditation
1055 Crupper Avenue
Columbus, OH 43229-1183

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In accordance with NB-263, RCI-1, *Rules for Commissioned Inspectors*, please list a **minimum of 2 Prospective Inspectors, one of which must be a Supervisor/Technical Manager, however named.**

Prospective Supervisors/Technical Managers to be responsible for inspection activities:

Name: _____

Name: _____

Title: _____

Title: _____

Commission Number: _____

Commission Number: _____

Endorsement(s): _____

Endorsement(s): _____

Prospective Inspectors:

Name: _____

Name: _____

Title: _____

Title: _____

Commission Number: _____

Commission Number: _____

Endorsement(s): _____

Endorsement(s): _____

Name: _____

Name: _____

Title: _____

Title: _____

Commission Number: _____

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