



Boiler & Pressure Vessel Jurisdictional Inspections

Contents

Inspection Process.....	2
What Inspectors are Looking For (Inspection Checklist)	3
Obtaining a Certificate of Inspection (COI) from TSSA	4
The OSBIE Member Portal.....	5
Installation of New or Used Objects.....	5
Permanent Removal of Objects.....	5
Objects Requiring Inspection.....	5
Inspection Process Flow Chart.....	7

Beginning January 1, 2020, OSBIE is the insurer on record for boiler & machinery (equipment breakdown) insurance. We have partnered with GTT OnSET to conduct the required jurisdictional inspections of boiler and pressure vessels.

GTT OnSET is an Accredited Authorized Inspection Agency through the Technical Standards & Safety Authority (TSSA). They have qualified boiler and pressure vessel inspectors and claims personnel on staff with a great amount of experience.

GTT OnSET Account Manager

Martin Lee
martin@gttonset.com
519-282-8042

OSBIE Contact

Allison Palis
allisonp@osbie.on.ca
1-800-668-6724 ext. 231

Inspection Process

OSBIE has populated the member portal with boiler and pressure vessel data provided by the school board and/or data provided by the previous boiler and machinery insurer. Based on this information, OSBIE will provide GTT OnSET with the list of locations and objects that require inspection (see page three for examples of objects) in advance of the Certificate of Inspection expiry date. See page two for more information on the member portal.

Revised September 2020

GTT OnSET will reach out to the school board contact and outline the locations with objects that require inspection. Please advise OSBIE of any changes to the school board contact.

Once an inspection has been completed, the school board will receive the inspection report from GTT OnSET within two weeks.

The school board will be responsible to have any violations corrected where the object does not receive a PASS.

Conditional Pass

A report of inspection will be issued. The violation must be corrected by the follow-up time indicated on the report of inspection. If not, the following remedy will apply:

- Where the follow-up date is before the next periodic expiration of the Certificate of Inspection, the Certificate of Inspection will be revoked by GTT OnSET by email to TSSA, specifying the violation.
- Where the follow-up date is the expiry date of the certificate, the report will be a FAIL.

TSSA will then be responsible for enforcement of the jurisdictional legislation related to the violation.

Any fees to TSSA that may be incurred by the school board, resulting from such noncompliance, will be the sole responsibility of the school board.

Does not meet TSSA requirements - Fail

Depending on the severity of the violation resulting in failure and the resulting follow-up time, if any, once the final (or only) follow-up has been done and the violation has not been remedied:

- TSSA will be advised by email of the violation that resulted in the failure and that a follow-up resulted in the continuance of the violation.
- TSSA will be responsible for enforcement of the jurisdictional legislation related to the violation.

Again, any fees to TSSA that may be incurred by the school board, resulting from such noncompliance, will be the sole responsibility of the school board.

What Inspectors are Looking For (Inspection Checklist)

- **On-site** records or suitable alternate (determined by the inspector) to be made available to the inspector
- **On-site** TSSA certificates issued after July 1, 2018. We will need these often, to determine which objects we will associated with which UID because the information available to us from TSSA does not have complete information, but the certificate will
- Annual maintenance of boilers by a certified G1 boiler technician, in-house or contractor
- All safety devices and controls to be tested and calibrated
- All operating controls to be tested and calibrated
- Steam boiler blowdown and chemical treatment by in-house staff
- Safety valves to be current, no more than the specified years installed on the object
- Most inspections will be external

- Internal inspection is at the discretion of the inspector
- Inspectors will also be looking at general housekeeping in room in which the object is located

Obtaining a Certificate of Inspection (COI) from TSSA

Instructions can be found on the TSSA website (<https://www.tssa.org/en/boilers-pressure-vessels/bpv-certificate-of-inspection.aspx>) and are as follows:

Step One

For new TSSA Customers, once you have received a Record of Inspection (ROI) from your insurance agency, please complete the Application for a Boiler/Pressure Vessel Certificate of Inspection Account and forward the completed application to bpv_inquiries@tssa.org.

If you already have completed the process to obtain a TSSA BPV Certificate of Inspection (COI) account, proceed to step two.

Step Two

TSSA will notify Owner/Operators each time a ROI has been submitted by an insurance agency on their behalf.

A letter will be attached to your invoice confirming that this ROI allows you to acquire a Certificate of Inspection (COI) from TSSA. We ask that you immediately complete the application process for obtaining a COI as required by section 10.1(1) of Ontario Regulation 220/01 (Boilers and Pressure Vessels) [BPV Regulation] by remitting payment of invoice.

As a reminder, section 10.1(3) of the BPV Regulation requires you to complete the application for a COI, including paying the set fee, no later than 30 days after receipt of the ROI from your insurer.

Please note that section 5 of the BPV Regulation makes it an offence for any person to operate or use a boiler in Ontario unless the director has issued a current COI to the owner or operator.

Step Three

Once payment is received, TSSA will issue and mail a COI for each boiler or pressure vessel that has been inspected. As a part of the process, you will need to pay a fee associated with the COI. Fees are dependent on the frequency of inspection and can be paid online or invoiced. If invoiced, payment must be received prior to the expiry of the current COI. Fees are outlined on the COI portal.

****Save a PDF copy of the Certificate of Inspection to the OSBIE member portal. Hard copies of the COI are to be posted near the corresponding objects.***

The OSBIE Member Portal

The purpose of OSBIE's portal is to track boiler and pressure vessels requiring periodic mandated inspections as well as a complete listing of all objects insured under this program. The database assists our members in complying with the legal requirements, track inspection due dates and allow OSBIE to arrange the required inspections and assist you with the certification process.

OSBIE uploads inspection data received from GTT OnSET. The school board is responsible for ensuring that the data is correct and to add the TSSA Certificate of Inspection (COI) expiry date as well as any relevant documents (COIs, service records, name plate photos, etc.).

To obtain access to the OSBIE member portal, please contact Allison Palis at 800-668-6724 ext. 231 or allisonp@osbie.on.ca.

Installation of New or Used Objects

It is the responsibility of the school board to have a first inspection completed by TSSA before operating the object. Depending on the contract with the installer of the object, they or the school board must arrange to have a first inspection completed. The school board is responsible to ensure that the inspection is completed.

Where a first inspection has not been completed, the object will receive a FAIL on the report and will be treated accordingly.

****Remember to update the OSBIE member portal with the information about the newly installed device.***

Permanent Removal of Objects

If the object is to be removed from the site, contact TSSA for specific instructions.

****Remember to update the OSBIE member portal with the information about the removed object.***

Objects Requiring Inspection

- Boilers greater than 30 square feet of wetted heating surface rated for 15 psi steam require inspection every 2 years
- Boilers greater than 30 square feet of wetted heating surface rated for hot water no greater than 160 psi require inspection every 2 years
- Some boilers, such as those used for humidification are steam, rated greater than 15 psi and require inspection every year
- All pressure vessels likely to be found in a school or school board office and requiring inspection will require inspection every 3 years and include:

- Air tanks greater than 23 cubic feet and no greater than 250 psi maximum allowable working pressure
- Cushion tanks greater than 24 inch diameter
- Hydro pneumatic tanks greater than 24 inch diameter

Inspection Process Flow Chart

