



# Manitoba

## Inspection and Technical Services

### Request for Extension of Certificate

ITS 20-001

In order to ensure plants are operating safely within the requirements of the Steam and Pressure Plants Act, Inspection Technical Services (ITS) is streamlining the process of certificate extension requests. The Manitoba Steam and Pressure Plants Act, article 13(2), reads:

***Where re-inspection not made***

**13(2)** *If, before the inspection certificate expires, an inspector has not made a further inspection of the plant the owner may send to the chief inspector by prepaid registered mail a notice stating*

- (a) the date on which the inspection certificate expires;*
- (b) that the plant has not been inspected since the inspection in respect of which the inspection certificate was issued; and*
- (c) that, to the best of his knowledge, the plant is in good and safe operating condition; and thereupon the owner may continue to operate and use the plant.*

The owner is permitted to request an extension for their inspection certificate if an inspector has not made a re-inspection prior to the expiration date on their valid certificate.

ITS has developed the Request for Certificate Extension form that allows an owner to remain in compliance with the Steam and Pressure Plants Act and Regulation, in detail the operation of pressure equipment is only permitted with a valid inspection certificate. This initiative will:

- Create consistency to ensure owners are identifying the overall condition of their equipment
- Create consistency to ensure owners are identifying the condition of appurtenances attached
- Provide objective evidence that a certificate extension may be safely granted.

The Request for Certificate Extension form is available for download on our website in a fillable format, and shall be completed in full. Owners will need to attach:

- A copy of their valid Inspection Certificate
- Pictures to help illustrate the severity of defects, if applicable
- Maintenance report, if applicable
- Gas fitter service report, if applicable

Upon completing the form, the owner shall sign using an e-signature and/or indicate their name and date the declaration. The form, along with all attachments, shall be submitted electronically to [BPVIntake@gov.mb.ca](mailto:BPVIntake@gov.mb.ca). Please indicate Request for Certificate Extension and the Manitoba Unit Number in the subject line. One form is required per one inspection certificate.

Upon receipt, the Request for Extension of Certificate form will be forwarded to the inspector who will begin their review. The inspector may need to contact the owner for questions and clarification. When the application review is complete and found satisfactory, an invoice of \$140 will be sent to the owner. Upon receipt of payment, an extension letter will be mailed to the owner.

**Note: The extension letter shall be posted near the original inspection certificate and is valid for a maximum of one year.**

Definitions pertaining to this bulletin can be found in the Steam and Pressure Plants Act available online at <http://web2.gov.mb.ca/laws/statutes/ccsm/s210e.php>. For more information regarding this extension form, please contact Inspection Technical Services.