

Procedure to obtain an ASME Certificate of Authorization and the ASME Certification Mark

The manufacturer (= applicant) needs to complete the following steps:

ADMINISTRATIVE

1.

Select an ASME accredited [Authorized Inspection Agency](#) (AIA) [TÜV Thüringen e. V. represented by CIS GmbH] and sign an Inspection Service Agreement with this agency ([Inspection Service Agreement](#)).

[N.B.: A signed Inspection Service Agreement is mandatory]

2.

Application to ASME (at least 6 months prior to the requested ASME certification audit)

Option 1: online via [CA Connect](#) (ASME preferred method), or

Option 2: download the [application form](#) from ASME.org, fill in the required information and send it to ASME by letter post.

Submission of an "[Accreditation/Certification Agreement](#)" to ASME.

[N.B.: The contracted AIA has to be mentioned in the application. Additionally suggestions for the ASME audit (Joint Review) dates (already agreed with the AIA) should be included.]

If an additional accreditation as a repair organization is requested ("[R](#)", "[VR](#)" or "[NR](#)" certification) in line with the [National Board Inspection Code \[NBIC\]](#), this needs to be entered in the [application form](#). A separate application has to be sent to the "National Board of Boiler and Pressure Vessel Inspectors" (NB). This [application form](#) is available on the [National Board website](#).

3.

Payment of the ASME fees

[N.B.: ASME will only start processing the application once all [fees](#) have been paid and a signed Service Agreement with an AIA is available.]

4.

Purchasing the necessary ASME Code Books and Standards

Option 1: [electronic version](#) (see ASME Homepage), and/or

Option 2: [print version](#) (see ASME Homepage)

[N.B.: The selection of the necessary [ASME Code Books and Standards](#) depends on the requested scope of the certification. The use of copies is not permissible.]

AUDIT PREPARATION

5.

Preparing and implementing a Quality System according to the ASME Code

[N.B.: The AIA can provide valuable guidance here and should be involved in this process.]

- Scheduling the steps that need to be completed to be prepared for the ASME Certification Audit (ASME Joint Review)
- Writing a Quality Control Manual
- Preparation of Work Procedures (pressure test, fabrication inspections, heat treatment, etc.)
- Selecting a representative demonstration item to be presented at the ASME Joint Review

- Preparation of the required design documents (design calculation, drawings, bill of materials, etc.)
- Qualification of procedures (Procedure Qualification Records [PQR] and Welding Procedure Specifications [WPS], Nondestructive Examination Procedures [e.g. for RT, UT, MT, PT, VT] , etc.)
- Qualification of personnel (welders [WPQ/WOPQ], NDE-personnel)
- Demonstration of NDE Procedures witnessed by an Authorized Inspector [AI]
- Preparation of an Inspection and Test Plan [ITP], also known as a Traveller
- Procurement of material
- Fabricating the demonstration item including performing the necessary inspections during fabrication (i.e. material receiving inspection, material test report, material release, traceability of material, dimensional control, welding control, etc.)
- Preparation of a Manufacturer's Data Report" [MDR]

[N.B.: The fabrication of the demonstration item does not need to be completed. However, the implementation of the complete Quality Control System has to be demonstrated.]

6.

The **Pre-Joint Review** performed by the AIA (represented by the Authorized Inspector [AI] and Authorized Inspector Supervisor [AIS]) serves to review the Quality Control System and its implementation. It takes place 3 to 4 weeks before the ASME Joint Review, using the demo item.

[N.B.: Experience shows that performing this pre joint review is highly beneficial to reveal any potential nonconformities as it allows the applicant to carry out the necessary corrective action]

ASME JOINT REVIEW

The **ASME Joint Review** is performed by the Audit Team (consisting of ASME & AIA: ASME Team Leader, Authorized Inspector Supervisor, Authorized Inspector).

*[N.B.: The **ASME Joint Review** is a two-day audit at the manufacturer's shop during which the audit team checks the **quality control system** and its implementation for compliance with the ASME Code. After the Audit the ASME Team Leader forwards the audit report to the ASME Committee which finally decides on issuing the certification.]*

7.1

When the **National Board Registration** is requested for components, the applicant has to complete an „Application for Authorization to Register“ (NB-211).

[N.B.: A National Board Registration is often required in North America. Thus it is recommended to apply for this National Board Registration (this service is free of charge). The application form can be handed over to the ASME Team Leader during the ASME Joint Review.]

ISSUANCE OF THE CERTIFICATE

Following a successful ASME Joint Review, the applicant will receive the **Certificate of Authorization** and the **ASME Certification Mark** after about 4 to 6 weeks.

[N.B.: Once the ASME Certificate of Authorization has been issued the manufacturer is entitled to stamp and deliver ASME Code compliant items. The ASME Certificate is valid for a period of maximum three years and needs to be renewed in time to ensure that the ASME Certification is maintained without any interruption.]



If National Board Registration of components was also applied for, the manufacturer has to forward a copy of his ASME Certificate of Authorization to the „National Board of Boiler and Pressure Vessel Inspectors“ in Columbus, Ohio – USA.





8.1

The **National Board „Certificate of Authorization“ for Repairs** and the **NB „R“ Stamp**, if applied for, will also be issued 4 to 6 weeks after a successful ASME Joint Review.

8.2

The **National Board „Certificate of Authorization to Register“** and the corresponding **„NB“ Stamp** will be forwarded 4 to 6 weeks after submitting the copy of the ASME Certificate.

FEES

ASME 	Joint Review advance deposit (The actual audit costs incurred will be debited from this amount) (A review deposit to ASME is NOT required for V, HV, UV, UV3, UD, TV, and TD certificates)	11,000 USD
	ASME Code Books (Editions published in 2 year intervals)	ca. 4,000 USD
	ASME Certificate fee (except "PRT" and „H“)	3,525 USD
	ASME Certificate fee for „PRT“	2,590 USD
	ASME Certificate fee for „H“ (valid for 1 year)	1,175 USD
	per „ASME Certification Mark“ 	340 USD (+ applicable tax and + shipping)
	Application of Certificates at more than one location	6,000 USD (per location added to deposit)
	Temporary Location Authorization (valid for max. 2 years)	2,850 USD
	Company Name Change	250 USD
	Plant Location Change	250 USD
National Board 	National Board fee for the audit (provided an NB „R“ stamp was applied for and the audit takes place together with the ASME audit)	ca. 500 USD
	National Board Inspection Code (NBIC) – ANSI/NB-23 (print or electronic version) [combined price for print PLUS electronic version: 435 USD]	325 USD
	Certificate fee per NB certificate (for „R“ or „VR“ or „NR“ application)	630 USD
	per National Board stamp  („R“ or „VR“ or „NR“ Symbol Stamp)	75 USD
	National Board „Certificate of Authorization to Register“ and „NB“ Mark	free of charge
	Change ownership, company name, plant location, and/or certificate scopes	50 USD