

How to become certified by ASME

1. The "Applicant" (Manufacturer) sends a telefax/letter to the ASME Accreditation Department / National Board (NB) to request original "Application Forms" (ASME Fax No: 001 212 591 8599 / NB: 001 614 847 1828) or download it from:
http://www.asme.org/Codes/CertifAccred/Certification/Application_Forms_2.cfm
<http://www.nationalboard.org/SiteDocuments/Registration/nb211.pdf>
2. Signing of an Inspection Service Agreement between the AIA (OneBeacon America Insurance Company represented by ONE/TÜV/BV) and the "Applicant"
3. Completion of the "Application Forms" indicating the type / scope of certification and stamps applied for and the "AIA" (Authorized Inspection Agency) selected and contracted (= OneBeacon America Insurance Company)
4. The completed "Application forms" are returned to the ASME Accreditation Department / National Board by air courier (copy to AIA) / e-mail.
ca@asme.org / information@nationalboard.org
5. Procurement of ASME Code Books, as required per type of certification applied for, with ASME / NB directly
6. ASME notifies the AIA contracted to confirm to ASME that an Inspection Service Agreement has been signed with the "Applicant"
7. The AIA and the "Applicant" establish a Time Schedule for all action to be taken to prepare the Joint Review
8. Scheduling of the Joint Review date with ASME
9. Preparation of the Joint Review:
 - preparation of the QC-Manual
 - preparation of a representative component or component part as demonstration item
 - preparation and qualification of Welding Procedure Specification (WPS), Procedure Qualification Record (PQR), Welding personnel (WPQ / WOPQ)
 - preparation of the drawing and the design calculation
 - preparation of work procedures (e.g. for the hydrostatic test, heat treatment, handling of welding filler material, calibration, NDE)
 - material purchasing
 - qualification of NDE personnel
 - demonstration (qualification) of NDE procedures to the AI (Authorized Inspector)
 - preparation of Traveler (Fabrication/Testing/Inspection Sequence Plan)
 - preparation of the Manufacturers Data Report (MDR)
10. Implementation of the above-mentioned quality program by the "Applicant"
11. Pre-Joint Review to verify the implementation of the quality program performed by the AI and the AIS approx. 3 to 4 weeks before the Joint Review

12. Joint Review with the AIA and ASME
13. ASME issues the certificate(s) and the Code symbol stamp(s) to the "Applicant"
14. The "Applicant" applies to the National Board for the "Certificate of Authorization for Registration" and the NB-Stamp. This certificate is required to register components built and stamped in compliance with the ASME Code. The registration fee is depending on the size of each item.
15. Send copy of the ASME Certificate(s) of Authorization to NB
16. Receipt of the "Certificate of Authorization for Registration" and the NB stamp.
17. Fees:

US \$	10,000	Advance payment for Joint Review (This is balanced with actual costs after the Joint Review)	ASME
US \$	approx 4,500	for Code books and binders	ASME
US \$	2,520	per ASME certificate (For "H" or "UM": 840 US \$)	ASME
US \$	250	per ASME stamp	ASME
US \$	approx. 20	bank handling fee	ASME
US \$	Free of charge	for Certificate for Authorisation to Register and NB-stamp	National Board
US \$	approx 500	for NB Review (when the Review is conducted in conjunction with an ASME Joint Review)	National Board
US \$	600	NB Certificate fee ("R"-stamp or "VR"-stamp or "NR"-stamp)	National Board
US \$	60	per NB stamp ("R"-stamp or "VR"-stamp or "NR"-stamp)	National Board
US \$	Hard Copy 150	for National Board Inspection Code (NBIC) ANSI/NB-23 (electronic Version on CD-ROM or Flash drive: 395 US \$)	National Board

Code books and certificates are valid for three years only.