



**INDUSTRIAL SAFETY DIVISION**

**DEPARTMENT OF OCCUPATIONAL SAFETY AND HEALTH MALAYSIA**

**APPLICATION GUIDE FOR DESIGN VERIFICATION  
OF USED IMPORTED STEAM BOILER**

**2025**

# Contents

1.0 INTRODUCTION	3
2.0 ENABLER	3
3.0 INTERPRETATION	3
4.0 SCOPE OF APPLICATION	4
5.0 APPLICATION REQUIREMENTS	4
6.0 INSTRUCTION FOR FILLING OUT APPLICATION DETAILS	4
7.0 APPLICATION DOCUMENTS	8
8.0 INFORMATION	10
9.0 FEES	11
10.0 CLIENT CHARTER	12

## 1.0 INTRODUCTION

This application guide serves as a reference for applicants submitting online applications of used imported steam boiler design verification via MySKUD system. This aims to provide applicants with clear and accurate guidance to help them meet all application requirements.

## 2.0 ENABLER

Occupational Safety and Health (Plant Requiring Certificate of Fitness) Regulations 2024 are provisioned under the Occupational Safety and Health Act 1994, Section 27B, whereby the Minister may specify any plant for which certification of fitness is required. These regulations come into operation on **June 1, 2024**.

This guide is issued pursuant Section 27C, Occupational Safety and Health Act 1994, whereby The Director General may grant an approval subject to such terms and conditions as the Director General may impose.

## 3.0 INTERPRETATION

Pursuant to Regulation 2, Occupational Safety and Health (Plant Requiring Certificate of Fitness) Regulations 2024;

- a) "steam boiler" means any closed vessel for any purposes which steam is generated under pressure greater than atmospheric pressure and includes any economiser used to heat water being fed to the vessel and any super heater used for heating steam and any pipes and fittings connected to the closed vessel;
- b) "heating surface" means, in respect of a steam boiler, the total surface of all plates and tubes exposed to heat on one side and in contact with water on the other, measured on the water or fireside, whichever is the greater, and excluding the heating surface of any economiser and superheater connected to it;

#### 4.0 SCOPE OF APPLICATION

The scope of the application is only applicable to used imported steam boilers, which are manufactured by the origin manufacturer outside Malaysia.

#### 5.0 APPLICATION REQUIREMENTS

- 5.1 Every document submitted must be in either **Malay or English**. Any translations made must be done by the manufacturer or an official translation institute.
- 5.2 The scope of the application only applies to imported used steam boilers that;
- a) manufactured outside Malaysia and have previously been in operation; or
  - b) any steam boiler that has been manufactured for more than **4 years** and still does not obtain design verification approval, or;
- 5.3 Before submitting an application for the design verification of a used imported steam boiler through the MySKUD system, a discussion with the Head of the Design Section, Industrial Safety Division, must be conducted first. This discussion should include the submission of background information on the steam boiler, including a declaration letter from Customs, maintenance records, inspection reports, and tests conducted by the previous owner for preliminary evaluation. If agreed upon, the applicant may proceed with the application through the MySKUD system and must attach the meeting minutes verified by the Head of the Design Section, Industrial Safety Division, in MySKUD.

#### 6.0 INSTRUCTION FOR FILLING OUT APPLICATION DETAILS

Required Information for Design Verification of Used Imported Steam Boiler Application Form:

DETAILS	NOTES
<b>APPLICATION CATEGORY</b>	

DETAILS	NOTES
1) Verification Category	Select > Design Verification of Imported Steam Boiler, and; Select > Design Verification of Used Steam Boiler
<b>APPLICANT INFORMATION</b>	
2) Applicant Name and Address*	Ensure that the information is correctly and accurately filled in.
3) Name of Contact Person*	Name of applicant company officer who can be contacted
4) Position, Phone Number, Email*	Fill in the position, phone number, and email of the officer mentioned above.
5) Technical Officer Name*	Name of Technical Officer Who Can Be Contacted
6) Technical Officer's Phone Number*	Phone number of the technical officer mentioned above.
7) Technical Officer's Email*	Email of the technical officer mentioned above.
<b>STEAM BOILER CONSTRUCTION INFORMATION</b>	
8) Manufacturer Name*	The name of the company that manufactured the steam boiler Example: ABC Pvt Limited.  Note: Fill in the full name of the steam boiler origin manufacturer.
9) Manufacturer's Address*	Address of the company that constructed the steam boiler Note: Fill in the full address of the steam boiler origin manufacturer.

DETAILS	NOTES
<b>STEAM BOILER INFORMATION</b>	
10)Boiler Category*	Category 1 Water Tube Boiler, Heat Recovery Steam Generator, Coal Fired Boiler, Waste Heat Boiler, Fire Tube Boiler, High Pressure Boiler, Combi Boiler, Tubeless Boiler, Once Through Boiler  Category 2 Electric Steam Boiler, Autoclave, Steam Tube Oven, Steam Tube Hot Plate
11)Model	Fill in the steam boiler model information as per design drawing Enter ( - ) if not related
12)Year of manufacture*	Fill in the year the steam boiler was manufactured.
13)Serial Number*	Fill in the boiler's serial number
14) Capacity (m <sup>3</sup> )	Fill in the steam boiler volume information Enter ( - ) if not related
15) Evaporation Capacity (tons per hour)*	Fill in the steam boiler capacity information Enter ( - ) if not related
16) Power (kW)	Fill in the steam boiler heating power information Enter ( - ) if not relevant (other than autoclave and electric steam boiler)
17) Design Drawing Number*	Fill in the details of all the design drawing numbers and revision as attached.
<b>DESIGN TEMPERATURE, DESIGN PRESSURE AND TEST PRESSURE INFORMATION</b>	

DETAILS	NOTES
18) Design pressure (kPa)*	Fill in the design pressure and test pressure information in units of kilopascals (kPa) as per design drawing.
19) Heating surface (m <sup>2</sup> )*	<p>Fill the total heating surface of the steam boiler only and excluding the heating surface of any economizer and superheater connected to it.</p> <p>Enter ( - ) if not relevant (autoclave and electric steam boiler)</p>
20) Design temperature*	Fill in the design temperature information as per design drawing
21) Recognized standards*	Fill in the recognized standard information (design code) according to the latest edition or amendment as per Fourth Schedule, Occupational Safety and Health (Plant Requiring Certificate of Fitness) Regulations 2024.
22) Authorized inspecting body*	<p>Select the information of an authorized inspecting body recognized by the Department as listed in the First Schedule, Occupational Safety and Health (Plant Requiring Certificate of Fitness) Regulations 2024.</p> <p>Fill in ( - ) if not related</p>
<b>OWNER INFORMATION</b>	
23) Owner Name *	Fill in the owner's name, if there is no owner please enter the word "Stock"
<b>ESSENTIAL FITTINGS INFORMATION</b>	
24) Essential Fittings*	Fill in the essential fittings information as per design drawings as specified in the Eighth Schedule, Occupational Safety and Health (Plant Requiring Certificate of Fitness) Regulations 2024 and recognized standards.

## 7.0 APPLICATION DOCUMENTS

Please upload the required documents for the design verification of the used imported steam boiler as follows:

DOCUMENTS	EXPLANATORY NOTES
<p>1) Minutes of meeting with the Head of the Design Section, Industrial Safety Division*</p>	<p>Before submitting an application for the design verification of a used imported steam boiler through the MySKUD system, a discussion with the Head of the Design Section, Industrial Safety Division, must be conducted. The outcome of the meeting must be recorded in the minutes and verified by the Head of the Design Section, Industrial Safety Division. The verified meeting minutes must be submitted in the MySKUD system when applying for design verification.</p>
<p>2) Design drawings verified by an authorized inspecting body*</p>	<p>Design drawings include general arrangement drawings (GA) and detailed drawings of each pressured part verified by an authorized inspecting body. Design drawings should be complete with the following information:</p> <ul style="list-style-type: none"> <li>a. Design data such as design pressure, design temperature, operating pressure, operating temperature, test pressure and type of pressure test, latest recognized standards, non-destructive testing (NDT), working media, heating surface, heating power, evaporative capacity and others.</li> <li>b. Main dimensions.</li> <li>c. Welding details.</li> <li>d. Orientation, dimensions and function for each 'nozzle'.</li> <li>e. Specifications of materials.</li> <li>f. Essential Fittings.</li> </ul>
<p>3) Design calculation*</p>	<p>The design calculations are based on the latest recognized standards as per Fourth Schedule, Occupational Safety and Health (Plant Requiring Certificate of Fitness) Regulations 2024 and verified by an authorized inspecting body.</p>

<p>4) Record of previous use*</p>	<p>Example:</p> <ul style="list-style-type: none"> <li>● Steam boiler usage record or</li> <li>● Usage data from the Data Control System (DCS) / SCADA</li> </ul>
<p>5) Record verifying that the steam boiler has never suffered from any deterioration due to any cause*</p>	<p>Example:</p> <ul style="list-style-type: none"> <li>● Maintenance record</li> <li>● Repair record</li> </ul>
<p>6) Integrity report certified by the authorized inspecting body on the inspection and testing of the steam boiler*</p>	<p>A comprehensive report proving that the steam boiler is still suitable for use at safe design pressure and certified by an authorized inspecting body confirming that the boiler has never suffered from any deterioration. The report must include, but is not limited to:</p> <ul style="list-style-type: none"> <li>● Internal and external visual inspection of the steam boiler</li> <li>● Positive Material Identification (PMI)</li> <li>● Non-Destructive Testing (NDT) at welded locations</li> <li>● Thickness measurement</li> <li>● Material hardness testing</li> <li>● C-scan for thermal defects, if applicable</li> </ul>
<p>7) Report certified by the authorized inspecting body on the remnant life of the steam boiler*</p>	<p>i) A report that includes the type of damage and risk ranking according to internationally recognized standards, based on previous assessment records (damage mechanism within acceptance criteria).</p> <p>ii) The report must also include the remaining life calculation of the steam boiler based on the latest thickness</p>

	measurements, following internationally recognized standards.
8) Manufacturer's data report*	The report must include information on the materials used, test reports, and inspections conducted and verified by the original manufacturer.
9) Other Supporting Documents	Other Supporting Documents

## 8.0 INFORMATION

8.1 Any incomplete application will be rejected.

8.2 The Department reserve the right to reject the application or withdraw the design verification approval at any time if found that:

- a) Does not comply with or violates any terms and conditions set by the Director General under Section 27C.(3), Occupational Safety and Health Act 1994 as stated in the verification letter; or
- b) Falsifies application documents and information; or
- c) Has violated any other terms and conditions issued by the Department from time to time.

8.3 Each steam boiler shall be tested as specified in the design verification before being operated and witnessed by an authorized inspecting body recognized by the Department as listed in the First Schedule, Occupational Safety And Health (Plant Requiring Certificate Of Fitness) Regulations 2024.

## 9.0 FEES

Every application of used imported steam boiler design verification shall be accompanied with a processing fee as follow:

NO	MATTER	FEE (RM)
1.	<p>Process for design verification for steam boiler (each design unit)</p> <p>Category 1</p> <p>(a) Heating surface less than 50 square meters</p> <p>(b) Heating surface of 50 square meters and above but less than 100 square meters</p> <p>(c) Heating surface of 100 square meters and above but less than 250 square meters</p> <p>(d) Heating surface 250 square meters and above</p> <p>*The fee charged is based on the total heating surface of the steam boiler only and excluding the heating surface of any economizer and superheater connected to it.</p> <p>Category 2</p> <p>Electric steam boiler, steam tube oven, steam tube hot plate or autoclave.</p>	<p>RM 500</p> <p>RM 1,000</p> <p>RM 1500</p> <p>RM 2,500</p> <p>RM 300</p>

Any fee paid for this used imported steam boiler design verification application shall not be refundable.

#### 10.0 CLIENT CHARTER

Applications submitted with complete documents will be processed within 25 working days from the date of receipt of the application.

**Steam Boiler Unit**  
**Design Approval Section**  
**Industrial Safety Division**  
**Department of Occupational Safety and Health**  
**Ref. Update: 1/2026**