



BG- Verkehr - Dienststelle Schiffssicherheit
Test and Certification Body 0736
Notified Body 0736
according Maritime Equipment Directive



Instruction for the
Modification Record Log

1. Please send your application for modifications to following fax number (+49 (0)40 – 36137 - 204) of BG Verkehr – Dienststelle Schiffssicherheit, Notified Body 0736. Please follow strictly this procedure, to be sure that your application was send and will be forwarded to the responsible person in charge.
2. You are requested to fill in the modification record log completely. Delete sections, which are not applicable.
3. For reference, please indicate the approval number (six numbers with a dot in the middle) and the name of the product, which is stated on the approval certificate.
4. Start the counting of logs with the number „1“ for one product continuously. The field “total” means the total number of all modification record logs of one company (not in relation to the said product).
5. Please indicate: All drawings, which are relevant for approval, the number of the drawings, the revision dates and the correct titles of the drawings, if applicable.
6. Please indicate: Date of modification, in particular, when the modification will be realized by the manufacturer for the corresponding product.
7. Please add a brief description, please attach separate sheets, if necessary. Please indicate planned type approval test dates and, if available, carried out type approval tests with the number of the type approval test report of the surveyor, survey date and survey location.
8. Please indicate all production places of the product, which will be affected by the modifications and which production places will execute the modifications.
9. **All requested documents / drawings** should be send **by post mail** (*not E-Mail*) to **BG Verkehr – Dienststelle Schiffssicherheit, Prüf- und Zertifizierungsstelle 0736.**

Remark:

Via E-Mail submitted documents and drawings will not be considered ! Drawings for approval should be submitted in 3-fold via post mail.

Kind regards

Your Notified Body 0736