

Annex IX of both the Supply of Machinery (Safety) Regulations and the Machinery Directive requires the applicant to inform the Approved Body or Notified Body retaining a technical file which relates to a type-examination certificate of all modifications to the approved type.

The Approved Body or Notified Body shall examine these modifications to either confirm the validity of the existing type-examination certificate or issue a new one if the modifications are liable to compromise conformity with the essential health and safety requirements or the intended working conditions of the type.

We urge our clients to forward details of any changes, either proposed or actioned, which relate to certificated products, to ensure continued compliance with the Regulations and Directive and the maintain the validity of the type-examination certificate(s). Often a desktop review of the modifications will suffice; however, if there are more substantial changes to the product, a re-examination may be required. It is not possible to identify the requirements for every modification and these must therefore be treated on a case-by-case basis.

1. Criteria for making an application to modify certificated machinery

When considering the modification, the manufacturer should identify whether any of the following criteria is affected.

a)	Does the modification widen the specification of the product? (e.g. adding optional accessories, changing function speeds, rated load, operating envelope, modes or configurations, or altering environmental limitations, etc.)	
b)	Does the modification affect the level of safety of the product? (e.g. changes to intended use or deviating from scope or requirements in C-type standards.)	
c)	Does the modification require additional hazards to be considered or require a risk assessment? (e.g. mechanical, electrical, thermal, noise or vibration – please refer to EN 12100 Annex B.)	
d)	Does the modification affect compliance with the Essential Health and Safety Requirements (EHSRs) of the Regulations and Directive?	
e)	Does the modification affect the stability of the machinery? (e.g. modifications which may affect overturning and/or stabilising moments.)	
f)	Does the modification affect the strength of the machine or parts of the machine? (e.g. modifications involving changes in loading, material thickness or grade, weld sizes, etc.)	
g)	Does the modification affect the level of functional safety of the machine? (e.g. modifying the operating modes or configurations, changing limits, safety devices, software, or parameters – please refer to EN 13849 parts 1 and 2, EN 62061, etc.)	
h)	Does the modification affect the instructions for operation? (e.g. changes to operating or maintenance instructions or decals.)	

2. Review of the modification(s)

Should the modification(s) fall within the scope of any of the criteria above, the manufacturer should complete this application form and submit it to us together with the updated technical file. We will then be able to advise whether a review of the updated technical file will be sufficient or whether re-examination (e.g. additional inspection and witnessed testing) is necessary, plus any costs associated with the re-examination.

Following a satisfactory review of the modification(s) and the resolution of any non-conformances, a revised Certificate will be issued, together with an updated Certification Summary summarising the modification. Revised certificates will be issued with a 'Revision n' suffix following the certificate number.

If the modification does not affect validity of the certification, a decision to maintain certification will be made and the certification will not be affected.

Please note that this document is intended for guidance only and not as an exhaustive listing of requirements. If in doubt, please contact us.

Application for Modification of Certificated Machinery

Please provide the following information, together with the updated technical file(s), when submitting details of modifications to certificated machinery:

Company Name:	
Address and post code:	
Contact Person:	
Position:	
Tel. No:	
Email:	
Website:	

Product(s) affected:	
Certificate(s) affected (if known)	
Please describe what the modification entails (be as descriptive as possible).	
If you have answered 'Yes' to any of the questions on the previous page, please indicate what effect the modification has.	
What additional hazards are considered by the introducing this modification? (refer to EN 12100 Annex B)	
Why is this modification being introduced?	

<p>If this application is for a Category 17 machine (e.g. MEWP), are you applying for assessment against EN 280-1?</p> <p>If yes, are you intending to fit anchor points that may be used with fall arrest devices?</p> <p><i>Note: Anchor points marked for use with fall arrest devices are not compliant with EN 280:2013 +A1:2015</i></p>	
Details of additional accessories and optional equipment affected:	
Proposed date of implementation:	
Additional supporting information:	

(Please note that providing insufficient information above may delay processing of this application).

<p>By submitting this application, I declare that:</p> <ul style="list-style-type: none"> the information provided is true and accurate, I am authorised to submit this application as the responsible person on my company's behalf, and I consent to any necessary transfer of information such as the technical file between amtri veritas and kuiper certificering. 	
Completed by (name):	
Position in Company:	
Date:	

Once completed, please email this form to **office@amtriveritas.com**.

When we have reviewed your details, we will inform you of the certification activities.

If your product has a UK type-examination certificate only, evaluation of compliance and any certification will be made by **amtri veritas**.

If your product has an EC type-examination certificate only, the evaluation of compliance and any certification will be made by **kuiper certificering**.

If your product has both a UK and an EC type examination certificate, the evaluation of compliance and any EU certification will be made by **kuiper certificering**. Any UK certification will be made by **amtri veritas** on the basis of the evaluation conducted by **kuiper certificering**.