# Change Request / notification

[ ]  Change Request [ ]  Change Notification

[www.qmscert.com](http://www.qmscert.com) Fax: +30-2310-535-008 Tel: +30-2310-535-765 qms561@qmscert.com qmsltd@otenet.gr QMSCERT®

|  |  |  |  |
| --- | --- | --- | --- |
| Organization Name |  | Registration Number |  |
| Organization Address(es) |  | Registration Date |  |
| Standard(s) |  |
| Change Type |
| [ ]  | Organization Name | [ ]  | Changes to Management |
| [ ]  | Organization Address(es) | [ ]  | Changes to Facilities |
| [ ]  | Site Addition | [ ]  | Changes to production line (s) / service provision |
| [ ]  | Site Removal | [ ]  | Changes to production / service provision methods |
| [ ]  | Scope Extension |  |  |
| [ ]  | Scope Reduction |  |  |
| Current Status (based on the above). Describe: |
|  |
| New Status. Describe: |
|  |
| Organization Representative |  | Signature |  | Date |  |
| Review by QMSCERT’s Designee |
| Is Change Accepted? Justify. | [ ]  Yes [ ]  No |
|  |
| Decision by |  | Signature |  | Date |  |