# 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](mailto:qms561@qmscert.com) [qmsltd@otenet.gr](mailto: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 | |  |