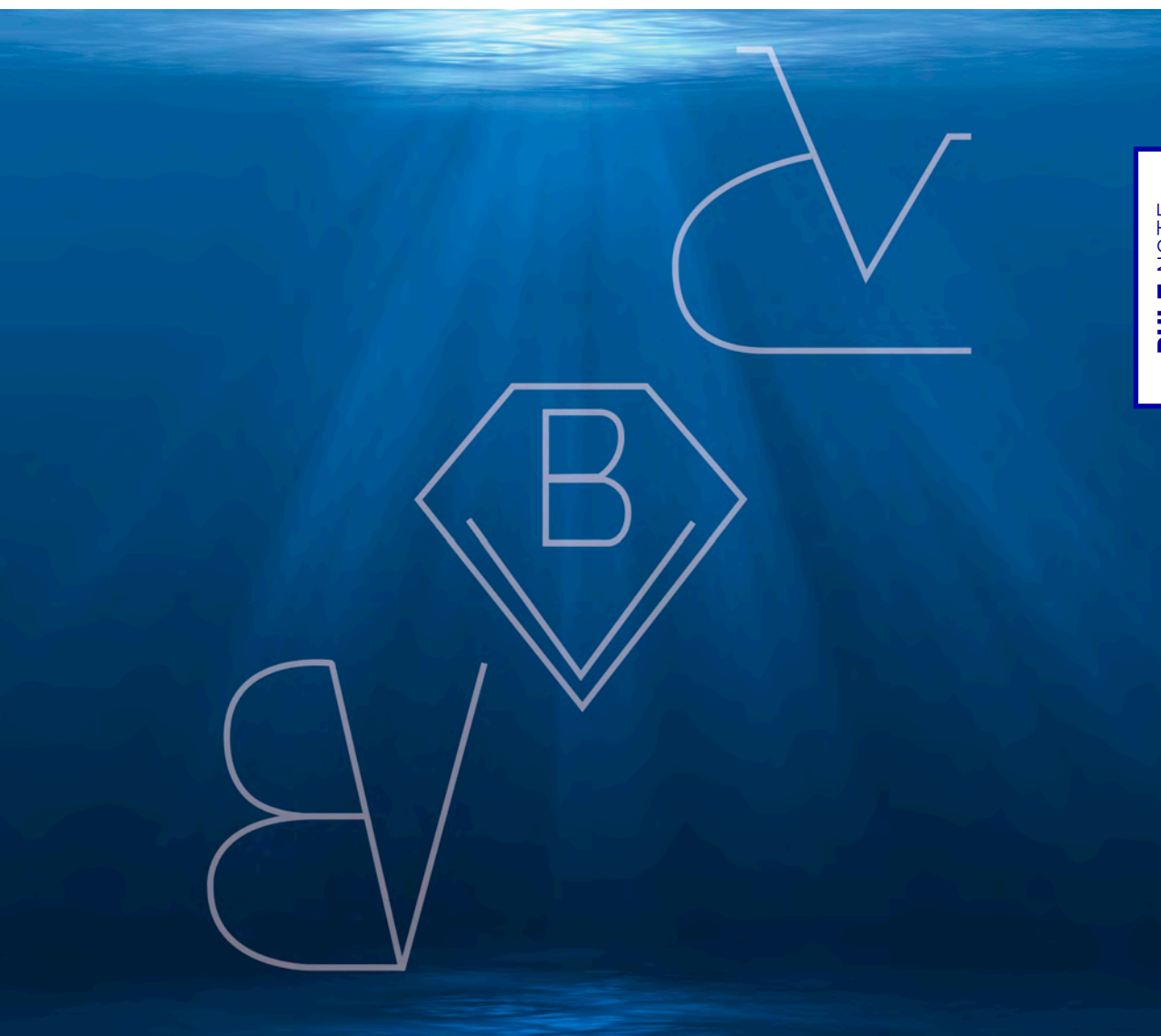


# CERTIFICATION SCHEME OF MATERIALS AND EQUIPMENT FOR THE CLASSIFICATION OF MARINE UNITS

**NR320 – MAY 2025**



**RULE NOTE**

# BUREAU VERITAS

## **RULES, RULE NOTES AND GUIDANCE NOTES**

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NR320 DT R06 May 2025 takes precedence over previous revision.

The PDF electronic version of this document available on the Bureau Veritas Marine & Offshore website <https://marine-offshore.bureauveritas.com/> is the official version and shall prevail if there are any inconsistencies between the PDF version and any other available version.

These rules are provided within the scope of the Bureau Veritas Marine & Offshore General Conditions, enclosed at the end of Part A of NR467, Rules for the Classification of Steel Ships. The latest version of these General Conditions is available on the Bureau Veritas Marine & Offshore website.

#### **BUREAU VERITAS MARINE & OFFSHORE**

Tour Alto  
4 place des Saisons  
92400 Courbevoie - France  
+33 (0)1 55 24 70 00

[marine-offshore.bureauveritas.com/rules-guidelines](https://marine-offshore.bureauveritas.com/rules-guidelines)

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NR320

# CERTIFICATION SCHEME OF MATERIALS AND EQUIPMENT FOR THE CLASSIFICATION OF MARINE UNITS

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# Section 1 General

## 1 General

### 1.1 Scope

**1.1.1** This Rule Note gives the certification scheme of materials and equipment (products) intended to be fitted on board units to be classed or classed with the Society in accordance with the relevant requirements of the Society's Rules for Classification.

This certification scheme may be extended to conformity assessment in accordance with international maritime conventions and related texts such as resolutions and performance codes issued by the International Maritime Organisation. In this case the attestations or certificates issued by the Society do not prejudice compliance with any other requirements that may be specified by the Flag Administration of the concerned unit.

This certification scheme may be extended to conformity assessment in accordance with national regulations when the Society has been granted a specific delegation by the Flag Administration.

This certification scheme may be extended to conformity assessment in accordance with proprietary specifications or industry standards upon request made to and agreed with the Society.

The principles and conditions of classification of a unit are given in Part A of the relevant Society's Rules for Classification.

The specific requirements for design, manufacture, testing and certification are given in the relevant chapters of the Bureau Veritas Rules for the Classification of the concerned unit. A summary of the certification requirements for materials and equipment covered by the class and used or fitted on board is given in the Society's documents:

- NR266 in correspondence with the Rules for the Classification of Steel Ships (NR467), Naval Ships (NR483) or Offshore Units (NR445)
- NR544 in correspondence with the Rules for the Classification of Inland Waters-Operated Vessels / Units (NR217)
- NR562 in correspondence with the Rules for Classification of Naval Submarines (NR535).

The specific requirements for design, manufacture, testing and certification of materials and welding are given in NR216, Rules on Materials and Welding for the Classification of Marine units and NR546, Hull in Composite Materials and Plywood, Material Approval, Design Principles, Construction and Survey.

All the corresponding services are provided within the scope of Bureau Veritas Marine & Offshore General Conditions.

### 1.2 Definitions

**1.2.1** The following general definitions are used in this Rule Note:

- "purchaser" means the company which is placing the order for the concerned product
- "the Society" means Bureau Veritas Marine & Offshore and its local offices
- "surveyor" means the technical staff of the Society performing tasks in relation to classification and survey duties
- "applicant" means the party and/or its representative requesting the service to the Society
- "manufacturer" means the company responsible for the compliance of the concerned product with the stipulated requirements.

### 1.3 Information to be supplied by the purchaser

**1.3.1** The purchaser is to provide the Manufacturer with the information necessary to ensure that products are tested in accordance with the relevant Society's Rules; optional or additional conditions are also to be clearly indicated.

### 1.4 Veristar Equipment

**1.4.1** Bureau Veritas "Veristar Equipment" is an online platform that enables equipment manufacturers to request and manage their demands for certification. The application is made available on the internet site:

<https://veristar-equipment.bureauveritas.com/>

### 1.5 Damage or issue affecting the product

**1.5.1** It is the applicant responsibility to inform in due time the Society of any damage or issue affecting the product or its approved components during the certification process.

## **2 Manufacture and quality**

### **2.1 Manufacture**

**2.1.1** Manufacturers and their individual works are to be recognised by the Society for the type of products fabricated on a case-by-case basis or through recognition scheme given by the Society in a separate document described in this Rule Note.

To this end, plants, production and treatment procedures, testing machines, laboratories for analyses, internal control systems and personnel qualification are to be suitable in the opinion of the Society.

Manufacturing procedures and techniques are to be such as to reasonably ensure constant compliance of the product with the requirements.

Where tests and analyses are performed by external laboratories or third parties, these are to be recognised by the Society on a case-by-case basis or through recognition scheme given by the Society in a separate document.

### **2.2 Manufacturer Responsibility**

**2.2.1** Irrespective of the interventions of Surveyors, the Manufacturer is entirely and solely responsible for compliance of the supplied products with the stipulated requirements.

The Society assumes no liability by its interventions in respect of the compliance of a tested product with the stipulated regulations and requirements.

Where, in the course of manufacture or after supply, a product is found not to be in compliance with the requirements or to present unacceptable defects, it will be rejected, irrespective of any previous satisfactory test results.

### **2.3 Products identification**

**2.3.1** In the course of manufacturing, inspection and testing, the identification of the various products in respect of their origin is to be ensured as required.

To this end the Surveyor is to be given all facilities for tracing the products when required.

## **3 Inspection and testing**

### **3.1 General conditions**

**3.1.1** As far as practicable the inspections and tests are to be carried out at the Manufacturer's works before delivery. If the necessary facilities are not available at the Manufacturer's works, the testing is to be carried out at a testing laboratory agreed with the Society.

**3.1.2** Where the testing is allowed to be carried out or completed at works other than the Manufacturer's it is in any case to be possible to trace back with certainty to the documentation of the origin.

**3.1.3** Interested parties are to apply for Society's intervention in adequate time.

Prior to the survey, the Manufacturer is to provide the Surveyor with details of the orders, technical specifications and any special condition additional to the rule requirements.

**3.1.4** The Surveyors are to have free access to all departments involved in production, collection of test samples, internal control and, in general, all operations concerning the manufacturing, examination and testing.

They are to be supplied with the information necessary to assess whether production and tests are performed according to the rule requirements.

**3.1.5** The tests and checks required by the Rules are to be carried out in the presence of the Surveyors or, when expressly agreed with the Society, in the presence of the person responsible for internal control, specially delegated for this purpose.

The survey activities may be delegated to the Manufacturer under the conditions given in [3.2].

**3.1.6** The tests required are to be performed by qualified personnel in accordance with the Society's Rules or, with recognised national or international standards, as appropriate.

The testing and measuring equipment is to be adequate, maintained in proper condition and regularly calibrated, as required; the record of such checks is to be kept up-to-date and made available to the Surveyor.

### **3.2 Alternative survey scheme**

**3.2.1** Alternative procedures to the systematic intervention of the Surveyor for testing may be adopted by Manufacturers specially recognised by the Society for the purpose, as detailed in Sec 3.

Such alternative survey schemes, which are determined by taking into account the type of product, its mass production and the effectiveness of the certified Quality System implemented in the workshop, allow the testing operations indicated in the relevant Society's Rules to be totally or partially carried out by the Manufacturer without the presence of the Surveyor.

## 4 Categories of products

### 4.1 Product category I<sub>BV</sub>

**4.1.1** Products having to be certified by the Society individually or per batch in compliance with the applicable requirements are categorised as I<sub>BV</sub> products (e.g. hull steel plates). This is the category of products for which a BV product certificate is required.



Such products may have to comply with design requirements which may include type testing requirements (e.g. diesel engine).

For some metallic materials, manufacturing process may have to be assessed through specific testing programmes given in NR480 (e.g. Hull steel plates).

Assessment of compliance with production requirements consists in checks and tests made upon applicant's request in the presence of the Surveyor, unless otherwise agreed. Alternative procedures to the systematic intervention of the Surveyor may be agreed with the Society, as detailed in Sec 3.

As far as practicable the inspections and tests are to be carried out at the Manufacturer's works before delivery. If the necessary facilities are not available at the Manufacturer's works, the testing is to be carried out at a testing laboratory agreed with the Society.

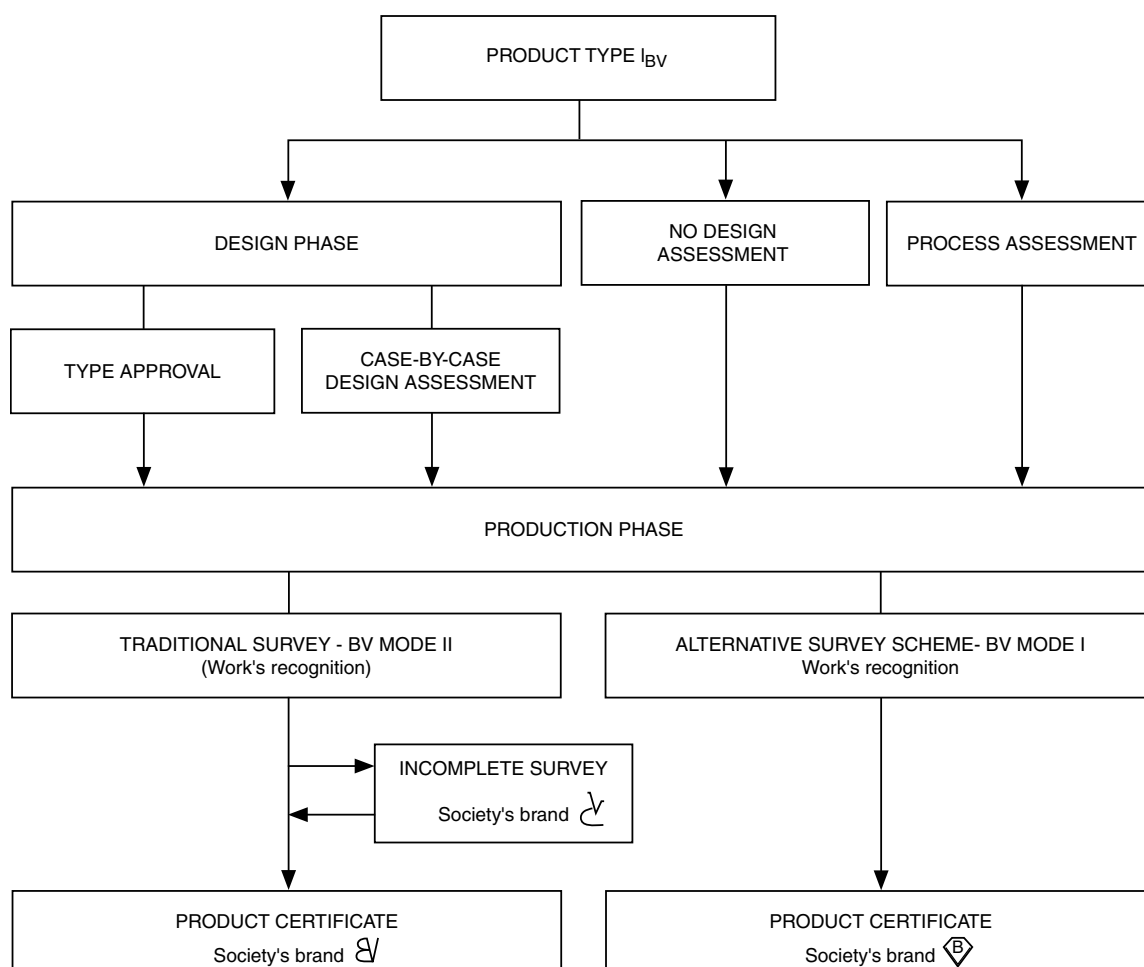
When required, the production tests are to be performed by qualified personnel in accordance with the Society's Rules or, with recognized national or international standards, as appropriate. The testing and measuring equipment is to be adequate, maintained in proper condition and regularly calibrated, as required; the record of such checks is to be kept up-to-date and made available to the Surveyor.

Upon satisfactory completion of the assessment, the products are die-stamped with the relevant Society's mark  or  and a Society's certificate is issued.

Where the products needs to be marked while the required inspections and tests have not been completed, the products are die-stamped with the Society's mark for incomplete survey  and a Society's report is issued.

Schematic presentation of the certification scheme of this category of products is shown on Fig 1.

**Figure 1 : Certification scheme for I<sub>BV</sub> product**



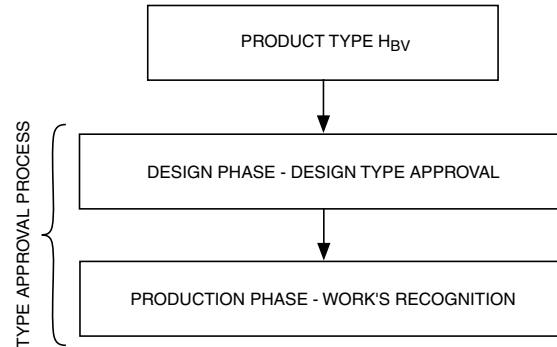


## 4.2 Product category H<sub>BV</sub>

**4.2.1** H<sub>BV</sub> products correspond to products manufactured in series, having to comply with design requirements assessed through type approval procedure, and manufactured by works recognised by the Society (e.g. fuses).

Such products are not required to be certified by the Society individually or per batch. Their compliance with the approved type is solely certified by the manufacturer using his own format of document and marking to allow traceability to the approved type. Schematic presentation of the certification scheme of this category of products is shown on Fig 2.

**Figure 2 : Certification scheme for H<sub>BV</sub> product**



## 5 Design review

### 5.1 Case-by-case design review

**5.1.1** Case-by-case design review corresponds to a review of technical documentation for a specific unit in compliance with the Society's Rules and/or the agreed requirements.

The applicant is to submit the technical documentation to the Society, normally in three copies when it is in paper form or upon agreement with the Society submitted electronically. The technical documentation is to contain all the necessary details allowing the Society to perform the review against the applicable requirements. The Society may request additional documentation while the review is under progress.

Where the applicant is not the manufacturer, the applicant has to submit a written document to the Society specifying the tasks delegated by the manufacturer to the applicant. This document is to be signed by both the applicant and the manufacturer.

Unless otherwise agreed with the Bureau Veritas Marine & Offshore Local Office, the application for case-by-case design review is normally made by the applicant to the Bureau Veritas Marine & Offshore Local Plan Approval Office (LPO).

Upon completion of the review, a document stating the outcome of the review is issued by the Society to the applicant.

### 5.2 Type approval

#### 5.2.1 First-time application

First-time application for type approval is to be made using the appropriate form made available by the Society on the web application "VeriStar Equipment" (see [1.4]).

The application for type approval is normally made by the applicant to the Bureau Veritas Marine & Offshore Local Office.

Where the applicant is not the manufacturer, the applicant has to submit a written document to the Society specifying the tasks delegated by the manufacturer to the applicant. This document is to be signed by both the applicant and the manufacturer.

Normally for products of category H<sub>BV</sub>:

- the application is made by the manufacturer responsible for the final product
- the production places envisaged by the applicant are to be stated to the Society.

#### 5.2.2 Technical documentation

The applicant is to submit the technical documentation to the Society, normally in three copies when it is in paper form or upon agreement with the Society submitted electronically.

The technical documentation is to contain all the necessary details allowing the Society to perform the review against the applicable requirements. The Society may request additional documentation while the review is under progress.

The typical technical documentation to be submitted consists in:

- description of the product
- drawings and specifications relevant to the design of the product
- relevant calculation results
- test reports
- manuals for installation, use and maintenance.

**5.2.3 Type tests**

Unless otherwise agreed, the applicant is to submit to the Society the type test program detailing the tests to be carried out, the time schedule and the location of the testing facilities.

The specimen to be tested is to be representative of the product type for which type approval is applied. Relevant evidences are to be submitted to the Society by the applicant. The specimen to be tested is to be selected in the presence of the Surveyor, unless otherwise agreed.

The type tests are to be performed by qualified personnel in accordance with the Society's Rules or, with recognized national or international standards, as appropriate. The testing and measuring equipment is to be adequate, maintained in proper condition and regularly calibrated, as required. The record of such checks is to be kept up-to-date and made available to the Surveyor.

The type tests are to be carried out in the presence of the Surveyor, unless otherwise agreed.

When some tests have been performed before the application for type approval, the Society considers the test reports on a case-by-case basis and may require the type tests to be carried out again, partially or totally.

Upon completion of the testing, the applicant or its laboratory is to issue a test report containing the test results, all the required details and the conclusion of the testing. The test report is to be submitted to the Society as part of the technical documentation.

**5.2.4 Type Approval Certificate**

Upon satisfactory completion of the procedure, a type approval certificate is issued by the Society to the applicant. Normally the certificate will be given a time validity of 5 years.

In general the certificate contains the product designation, references of technical documentation, limitations, requirements for production phase and marking details.

In some particular cases when the required type tests have not been completed, a basic approval certificate may be issued by the Society to the applicant.

**5.2.5 Application for modification**

When necessary, the applicant may apply for a modification of an existing type approval certificate, using the appropriate form made available by the Society on the web application "Veristar Equipment" (see [1.4]).

Details of the requested modification are to be submitted to the Society.

Upon satisfactory completion of the procedure, the modified certificate is issued by the Society to the applicant. Normally the term of validity is not changed.

**5.2.6 Application for renewal**

As necessary, the applicant is to apply for renewal of an existing type approval certificate, using the appropriate form made available by the Society on the web application "Veristar Equipment" (see [1.4]).

The application form contains a statement about the absence or the presence of modification the applicant intends to bring to the concerned product. In case of modification, details of the requested modification are to be submitted to the Society.

Testing as per the applicable requirements may be required by the Society where deemed necessary.

Upon satisfactory completion of the procedure, the renewed certificate is issued by the Society to the applicant. Normally the renewed certificate will be given a time validity of 5 years.

**5.2.7 Reduction, suspension and cancellation of the certificate**

During the period of validity, the certificate may be reduced in its scope, suspended or cancelled by the Society when judged necessary. Example may be an irregular situation brought to the knowledge of the Society which has not been corrected by the applicant to the satisfaction of the Society. An example of irregular situation is when modifications are made to an approved type of product without informing the Society.

## Section 2 Recognition (known as BV Mode II)

### 1 First-time application

#### 1.1

**1.1.1** First-time application for recognition is to be made, using the appropriate form made available by the Society on the web application “Veristar Equipment” (see Sec 1, [1.4]).

The application for recognition is normally made by the manufacturer to the Bureau Veritas Marine & Offshore Local Office.

### 2 Process

#### 2.1 Documentation

**2.1.1** The following documents are to be submitted by the manufacturer to the Society:

- outline of the company, e.g. organisation and management structure
- quality system certification to ISO 9001 or equivalent, if available
- quality manual and/or documented procedures covering the items listed in [2.2].

The Society may request additional documentation while the recognition process is under progress.

#### 2.2 Audit

**2.2.1** The audit of the manufacturer’s arrangements for production and testing aims at verifying that the following items are documented and operated by the manufacturer to the satisfaction of the Society:

- management of type approval and/or case-by-case design assessment with the Society
- qualification of special manufacturing processes, like welding procedures
- training and qualification of operators like welders, non-destructive testing operators
- purchasing of components subject to certification requirements
- traceability of product
- examination and testing, including calibration of testing equipment, sampling and traceability of test specimen, records
- management of non-conform products
- management of complaints.

The audit includes a visit of the manufacturing and testing premises.

The scope of the audit may be reduced by the Society, taking into consideration existing certification to ISO 9001 standard or equivalent.

For products of category I<sub>BV</sub>, the recognition process is to be regarded as a general audit which does not replace the attendance of the Surveyor to the required tests and examinations.

For products of category H<sub>BV</sub>, the audit is focused on the production process of the type approved products.

### 3 Recognition certificate

#### 3.1 Certificate

**3.1.1** Upon satisfactory completion of the process, a recognition certificate is issued by the Society to the manufacturer.

In general the recognition certificate contains the categories and types of products considered for the recognition process.

Normally the recognition certificate will be given a time validity of 4 years.

#### 3.2 Periodical audit

**3.2.1** The manufacturer has to apply for periodical audit during the validity of the recognition certificate.

For products of category I<sub>BV</sub>, the periodical audit is to be applied at the frequency required by the Society which is normally an annual frequency but may be reduced by the Society as far as surveys are performed regularly with satisfactory results.

For products of category H<sub>BV</sub>, the periodical audit is to be applied at the frequency required by the Society, which is normally an annual frequency.

Application for periodical audit is to be made using the appropriate form made available by the Society the web application “Veristar Equipment” (see Sec 1, [1.4]).

### 3.3 Application for modification of the recognition certificate

**3.3.1** When necessary, the manufacturer has to apply for a modification of an existing recognition certificate, using the appropriate form made available by the Society on the web application “Veristar Equipment” (see Sec 1, [1.4]).

Details of the requested modification are to be submitted to the Society.

Upon satisfactory completion of the process, the modified recognition certificate is issued by the Society to the manufacturer. Normally the term of validity is not changed.

### 3.4 Application for renewal of the recognition certificate

**3.4.1** As necessary, the manufacturer is to apply for renewal of an existing recognition certificate, using the appropriate form made available by the Society on the web application “Veristar Equipment” (see Sec 1, [1.4]).

In case of modification, details of the requested modification are to be submitted to the Society.

Upon satisfactory completion of the process, the renewed recognition certificate is issued by the Society to the manufacturer.

Normally the renewed recognition certificate will be given a time validity of 4 years.

### 3.5 Reduction, suspension and cancellation of the recognition certificate

**3.5.1** During the period of validity, the certificate may be reduced in its scope, suspended or cancelled as judged necessary by the Society. Example may be an irregular situation brought to the knowledge of the Society which has not been corrected by the manufacturer to the satisfaction of the Society. An example of irregular situation is when modifications are made to an approved type of product without informing the Society.

# Section 3 Recognition for Alternative Survey Scheme (known as BV Mode I)

## 1 General

### 1.1 Scope

**1.1.1** The alternative survey scheme BV Mode I may be applied to products of category I<sub>BV</sub> subject to the agreement of the Society considering the type of product and the quantities produced.

An agreed alternative survey scheme allows the manufacturer to carry out the required tests and examinations partly or totally without the attendance of the Surveyor when a Society Certificate is required.

The alternative survey scheme applies only to examination and testing operations carried out by the manufacturer or by its subcontractors under its control. It does not include the design review activities which remain to be done as per the relevant procedures for the concerned products.

## 2 Manufacturer

### 2.1 Manufacturer's quality system

**2.1.1** The manufacturer has to operate a quality management system certified by an accredited certification body for compliance to ISO 9001 or to a national or international standard acceptable to the Society. The certified quality management system is to cover the production and testing activities for the concerned products.

### 2.2 Drawings, rules and standards

**2.2.1** The manufacturer must have the current drawings, Rules and standards that cover the product to be certified.

### 2.3 Sub-suppliers

**2.3.1** The handling of subcontracted parts which are subject to Rules requirements must be defined.

**2.3.2** The subcontracted parts are to be ordered by the manufacturer with the required certification. Sub-suppliers of parts required to be certified by the Society may apply for the alternative survey scheme.

**2.3.3** Sub-suppliers may be included in the alternative survey scheme of the manufacturer.

## 3 Initial application

### 3.1 General

**3.1.1** Initial application for recognition for alternative survey scheme is to be made using the appropriate form made available by the Society on the web application "Veristar Equipment" (see Sec 1, [1.4]).

The application for recognition is normally made by the manufacturer to the Bureau Veritas Marine & Offshore Local Office.

### 3.2 Documentation to be submitted

**3.2.1** The following documents are to be submitted by the manufacturer to the Society:

- outline of company, e.g. organisation and management structure
- quality system certification to ISO 9001 or equivalent, together with the last audit report
- details about the concerned product(s)
- existing Society's approvals of the concerned products, as far as required
- procedures relevant to the manufacturing process
- procedures relevant to the quality control and inspections, their methods, frequency and certification as relevant
- a list of materials suppliers with an indication of their class approval as far as required and the type of material certification in each case
- a list of suppliers of main components of the product with an indication of their class approval as far as required, including the type of certification in each case

- manufacture, testing and inspection plan as detailed in [3.3]
- quality manual and/or documented procedures covering the items listed in [5.2.2]
- a list of nominated personnel for marking and stamping of products, nominated personnel responsible for tests and inspection, nominated personnel responsible to provide data and information (e.g. declaration of conformity, test reports).

The Society may request additional documentation while the recognition process is under progress.

### **3.3 Manufacture, testing and inspection plan (MTI)**

**3.3.1** The manufacturer is to submit a document detailing the examinations and tests, including those required by the Rules, that will be carried out before, during and after manufacture for each type of product or line of products concerned by the alternative survey scheme.

This document shall contain:

- the necessary details showing that the examinations and tests planned are defined to comply with the applicable testing requirements for the concerned product
- provisions to define the extent of the alternative survey scheme as the examinations and tests required by the Rules may be agreed to be partly or totally carried out without attendance of the Surveyor.

Normally, the status of the Society's intervention for the attendance to examination and tests under the alternative scheme is shown using:

- hold, when attendance of the Surveyor is mandatory
- witness, when the Surveyor is to be invited to attend by the manufacturer
- spot check, when the Surveyor may attend at agreed intervals
- no intervention.

Once agreed by the Society, this plan is part of the agreement as detailed in Article [4].

## **4 Agreement**

### **4.1**

**4.1.1** The alternative survey scheme is subject to an agreement between the manufacturer and the Society, using the form made available by the Society.

**4.1.2** The agreement shall contain provisions about the conditions of the alternative survey scheme, in particular the concerned products, the agreed plan of inspection and testing, the audit regime, the product certificates and the markings.

## **5 Audit process**

### **5.1 Examination of documentation**

**5.1.1** The submitted documentation is to be examined.

### **5.2 Audit**

**5.2.1** Upon satisfactory examination of the complete documentation, an initial audit shall be carried out to verify that the manufacture of the product and the relevant controls are performed in accordance with the documents submitted and the Society's Rules.

**5.2.2** The following items shall be audited to check that they are documented and operated by the manufacturer to the satisfaction of the Society:

- management of type approval and/or case-by-case design assessment with the Society
- qualification of special manufacturing processes like welding procedures
- training and qualification of operators like welders, non-destructive testing operators
- purchasing of components subject to certification requirements
- traceability of product
- examination and testing according to the manufacture, testing and inspection plan, including calibration of testing equipment, sampling and traceability of test specimen, records
- management of subcontracted activities related to production and testing
- management of markings and Society's die mark

- management of internal audits
- management of non-conform products
- management of complaints.

The audit includes a visit of the manufacturing and testing premises.

Where the manufacturer is subcontracting significant parts of the product, the Society may require to audit the manufacturer's subcontractor.

When necessary to assess the above items, the Society may refer to the relevant articles of the quality management system standard used by the manufacturer and /or to the Society's Rules for classification.

## **6 Recognition certificate**

### **6.1**

**6.1.1** Upon satisfactory completion of the recognition process, a recognition certificate is issued by the Society to the manufacturer.

The recognition certificate contains a general description of the categories and types of products concerned by the alternative survey scheme.

Normally the recognition certificate will be given a time validity of 4 years.

## **7 Product certificate and markings**

### **7.1**

**7.1.1** The product certificates are to be issued by the manufacturer as per the agreement and are to be submitted to the Society for endorsement together with their supporting documents through the web platform "VeriSTAR Project Management": [veristarpm.com](http://veristarpm.com)

Note 1: Application for access to the web platform "VeriSTAR Project Management" is to be made by the Manufacturer to the Bureau Veritas Marine and Offshore Local Office.

**7.1.2** If work's certificates (W) or test reports (TR) are found not to fulfill the standards agreed with the Society, the component may not be accepted.

**7.1.3** Accepted products covered by the scheme are to be marked by the manufacturer as per the agreement.

## **8 Intermediate audits**

### **8.1**

**8.1.1** The manufacturer has to apply for:

- intermediate audits during the validity of the recognition certificate as per the agreement, and
- the Society's interventions as per the agreed manufacture, testing and inspection plan, as relevant.

Application for periodical audit is to be made using the appropriate form made available by the Society on the web application "Veristar Equipment" (see Sec 1, [1.4]).

**8.1.2** Intermediate audits during the period of validity of the recognition certificate have to be normally carried out at the frequency agreed. Minimum requirement is an annual frequency.

**8.1.3** Additional audits may be required as deemed necessary.

## **9 Application for modification of the recognition certificate**

### **9.1**

**9.1.1** When necessary, the manufacturer may apply for a modification of an existing recognition certificate, using the appropriate form made available by the Society. Application for periodical audit is to be made using the appropriate form made available by the Society on the web application "Veristar Equipment" (see Sec 1, [1.4]).

Details of the requested modification are to be submitted to the Society.

Upon satisfactory completion of the process, the modified recognition is issued by the Society to the manufacturer. Normally the term of validity is not changed.

## **10 Application for renewal of the recognition certificate**

### **10.1 General**

**10.1.1** As necessary, the manufacturer has to apply for renewal of an existing recognition certificate, using the appropriate form made available by the Society on the web application “Veristar Equipment” (see Sec 1, [1.4]).

In case of modification at the time of renewal, details of the requested modification are to be submitted to the Society.

### **10.2 Renewal audit**

**10.2.1** The scope of the renewal audit shall:

- verify the conditions of the alternate survey scheme are still met
- verify that the current products and processes are appropriately controlled.

### **10.3 Recognition certificate**

**10.3.1** Upon satisfactory completion of the process, the renewed recognition certificate is issued by the Society to the manufacturer.

Normally the renewed recognition certificate will be given a time validity of 4 years.

## **11 Reduction, suspension and cancellation of the recognition certificate**

### **11.1**

**11.1.1** During the period of validity, the recognition certificate may be reduced, suspended or cancelled when found justified by the Society. Example may be an irregular situation brought to the knowledge of the Society which has not been corrected by the manufacturer to the satisfaction of the Society. Example of irregular situation is when modifications are made to a type approved product without informing the Society.



# Section 4 Recognition of Independent Testing Laboratory

## 1 First-time application

### 1.1

**1.1.1** First-time application for recognition of independent testing laboratory is to be made using the appropriate form made available by the Society on the web application “Veristar Equipment” (see Sec 1, [1.4]).

The application for recognition is normally made by the laboratory to the Bureau Veritas Marine & Offshore Local Office.

## 2 Process

### 2.1 Documentation

**2.1.1** The following documents are to be submitted by the laboratory to the Society:

- outline of laboratory, e.g. organisation and management structure
- quality system certification to ISO 9001 or equivalent, when available
- accreditation certificate by national accreditation body, when available
- quality manual and/or documented procedures covering the items listed in [2.2].

The Society may request additional documentation while the recognition process is under progress.

### 2.2 Audit

**2.2.1** The audit of the laboratory’s arrangements for testing aims at verifying that the following items are documented and operated by the laboratory to the satisfaction of the Society:

- training and qualification of personnel engaged in testing operations
- testing standards and testing procedures
- management of testing equipment including calibration
- sampling and traceability of test specimen
- testing records
- management of subcontracted activities related to testing
- management of complaints.

The audit includes a visit of the testing facilities.

The scope of the audit may be reduced by the Society taking into consideration existing certification to ISO 9001 standard or equivalent and/or existing accreditation.

The Society's requirements for attendance of a Surveyor to the tests and examinations for materials or equipment to be certified by the Society are given in the recognition certificate.

## 3 Recognition certificate

### 3.1 Certificate

**3.1.1** Upon satisfactory completion of the recognition process, a recognition certificate is issued by the Society to the laboratory. The recognition certificate contains the scope of testing activities considered for the recognition process and the requirements for attendance by a Surveyor.

Normally the recognition certificate will be given a time validity of 4 years.

### 3.2 Periodical audit of the certificate

**3.2.1** The laboratory is to apply for periodical assessment during the validity of the recognition certificate, as agreed with the Society.

Application for periodical audit is to be made using the appropriate form made available by the Society on the web application “Veristar Equipment” (see Sec 1, [1.4]).

### **3.3 Application for modification of the recognition certificate**

**3.3.1** When necessary, the laboratory may apply for a modification of an existing recognition certificate, using the appropriate form made available by the Society on the web application “Veristar Equipment” (see Sec 1, [1.4]).

Details of the requested modification are to be submitted to the Society.

Upon satisfactory completion of the recognition process, the modified certificate is issued by the Society to the laboratory. Normally the term of validity is not changed.

### **3.4 Application for renewal of the recognition certificate**

**3.4.1** As necessary, the laboratory is to apply for renewal of an existing recognition certificate, using the appropriate form made available by the Society.

In case of modification, details of the requested modification are to be submitted to the Society.

Upon satisfactory completion of the recognition process, the renewed recognition certificate is issued by the Society to the laboratory.

Normally the renewed recognition certificate will be given a time validity of 4 years.

### **3.5 Reduction, suspension and cancellation of the recognition certificate**

**3.5.1** During the period of validity, the recognition certificate may be reduced in its scope, suspended or cancelled by the Society when judge necessary. Example may be an irregular situation brought to the knowledge of the Society which has not been corrected by the laboratory to the satisfaction of the Society.

## Section 5

# Recognition of Non-Destructive Testing Suppliers

### 1 General

#### 1.1

**1.1.1** Where required by the applicable Rules, firms providing Non-Destructive Testing (NDT) services on materials and equipment subject to classification are to be recognized by the Society.

The general requirements for the recognition of such firms are given in NR669 Recognition of Non-Destructive Testing Suppliers.



#### **BUREAU VERITAS MARINE & OFFSHORE**

Tour Alto  
4 place des Saisons  
92400 Courbevoie - France  
+33 (0)1 55 24 70 00

[marine-offshore.bureauveritas.com/rules-guidelines](https://marine-offshore.bureauveritas.com/rules-guidelines)

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