



**Maritime &
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19 August 2016

Dear Consultee,

CONSULTATION – Applicant Notified Bodies

This consultation is for a new Marine Guidance Note (MGN) which sets out the process for a Conformity Assessment Body (CAB) seeking status as a UK Notified Body (NB) in accordance with Directive 2014/90/EU on marine equipment (the Marine Equipment Directive). This Guidance note also forms one of the administrative instruments which transpose the Marine Equipment Directive in the UK.

This guidance note gives information to CABs on the procedure for receiving designation as a Notified Body by the Secretary of State for the purpose of assessing and approving marine equipment. It includes information regarding contact information and the necessary accreditation that is to be sought by the United Kingdom Accreditation Services (UKAS) and an overview of associated UKAS procedure.

The closing date for this consultation is Friday the 09 of September. Responses to consultations should be sent to consultationsdmss@mcga.gov.uk and clearly labelled as "Consultation – Applicant Notified Bodies". Please include the name of the company you represent, as applicable and give any feedback or comments you have on the draft MGN to the above email address.

Information provided in response to this consultation, including personal information, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 1998 (DPA) and the Environmental Information Regulations 2004).

If you would like the information that you provide to be treated as confidential, please be aware that, under the FOIA, there is a statutory Code of Practice with which public authorities must comply and which deals, amongst other things, with obligations of confidence. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Department will process your personal data in accordance with the DPA and in the majority of circumstances, this will mean that your personal data will not be disclosed to third parties.

This consultation has been conducted in accordance with the [Cabinet Office - Consultation principles: guidance](#).

If you have any comments regarding the conduct of this consultation please contact the Consultation Co-ordinator at consultation.coordinator@mcga.gov.uk. We are continually trying to improve the way in which we conduct consultations and appreciate your views, so we would also be grateful if you could complete and return the attached feedback form. These should be submitted to the Consultation Co-ordinator and are not affected by the deadline for this consultation.

Yours faithfully,

Mr Andy Wibroe

Policy Lead - Marine Equipment Quality Assurance
Marine Technology Branch