



Vehicle  
Certification  
Agency

# United Kingdom Arrangements for the Appointment of Bodies for the Inspection of Tanks for the Carriage of Dangerous Goods

## 1. INTRODUCTION

- 1.1. This document describes the United Kingdom arrangements for appointing bodies to undertake the inspection of tanks in accordance with The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009 (as amended) (CDG 2009), The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations (Northern Ireland) 2010 (as amended) (CDG 2010) and the Merchant Shipping (Dangerous Goods) Regulations 1997, (MSDG) which implement variously the provisions of the RID<sup>1</sup>, ADR<sup>2</sup> and the IMDG Code<sup>3</sup> in UK law.

- 1.2. For the purpose of this document:

'Carriage regulations' shall mean CDG 2009/CDG 2010 and MSDG

'Tank' shall have the same meaning as defined in RID, ADR, CDG or the IMDG Code and includes those listed below:

- a) RID/AD., Sub-sections 6.7.2.18, 6.7.2.19, 6.7.3.14, 6.7.3.15, 6.7.4, 6.7.5.11, 6.7.5.12, 6.8.2.3, 6.8.2.4, 6.8.3.3, 6.8.3.4, 6.9.4, 6.9.5, 6.10 and 6.12
- b) IMDG Code. Sub-sections 6.7.2.18, 6.7.2.19, 6.7.3.14, 6.7.3.15, 6.7.4, 6.7.5.11, 6.7.5.12, 6.8;
- c) DSC/Circ12 (as amended) Guidance on the continued use of existing IMO type portable tanks and road tank vehicles for the transport of dangerous goods
- d) Part 3 of The Carriage of Dangerous Goods: Approved Derogations and Transitional provisions. (This includes "Procedures for Inspection Bodies Testing and Inspection of UK tanks")

"Competent authority" shall mean the Secretary of State for Transport and the Health and Safety Executive in Northern Ireland

"VCA" shall mean the VCA Dangerous Goods Office

"UKAS" shall mean the United Kingdom Accreditation Service

"DfT" shall mean the Department for Transport

"Appointee", shall mean a body appointed by the VCA on behalf of the competent authority to perform the functions identified in its UKAS schedule of accreditation. Appointments are made by the issue of letters of appointment from time to time.

"Notified Body" shall mean body appointed to undertake the inspection of tanks in accordance with Directive 2010/35/EU, concerning transportable pressure equipment (TPED) and notified to the European Commission for that purpose.

## 2. APPLICATION AND APPOINTMENT PROCESS

- 2.1 Bodies wishing to inspect and certify tanks in accordance with the carriage regulations must be appointed to do so by the competent authority. In the UK, appointments are made on behalf of the competent authority by the VCA, in accordance with regulation 29 (2) of CDG 2009, regulation 25(2) of CDG 2010 and Merchant Shipping Notice 1852.
- 2.2 Applications for appointment will be accepted from suitably qualified UK based, UK registered legal entities. An application form may be downloaded from the VCA website. The various inspection functions for which appointment may be offered are defined in RID/ADR, the IMDG Code and the inspection standard, EN 12972:2007 and include:
- a) Type Approval

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<sup>1</sup> Regulations concerning the International Carriage of Dangerous Goods by Rail (RID)

<sup>2</sup> European Agreement Concerning the International Carriage of Dangerous Goods by Road

<sup>3</sup> The International Maritime Dangerous Goods Code

- b) Initial Inspection
- c) Exceptional checks
- d) Periodic inspection
- e) Intermediate inspection

Completed application forms should be returned to VCA.

- 2.3 Appointment is only offered to bodies accredited by UKAS to EN ISO 17020:2012 for the inspections they wish to perform. Applicants who are not already accredited are advised to apply to UKAS at the same time as they apply to VCA for appointment. Applications for accreditation should be submitted directly to UKAS and copied to VCA.
- 2.4. Applicants should note that only bodies meeting the criteria of ISO 17020, independence Type A, may undertake type approval, initial inspection or in service inspection activities on RID/ADR tanks (including tank containers, battery vehicles and non-UN MEGCs) designed or used to carry substances for which the codes TA4 or TT9 appear in column (13) of Table A in Chapter 3.2. These are mostly tanks for Class 2 substances (gases). This limitation does not apply to tanks for most other substances and suitably qualified, accredited and appointed inspection bodies of type A, B or C may inspect those.
- 2.5. The scope of appointment will be defined by reference to the schedule of accreditation issued by UKAS. When applying to UKAS for accreditation, applicants should ensure they fully identify the regulations, tank types and inspection functions they wish to undertake. Applicants wishing to inspect RID/ADR tanks for class 2 substances shall take account of the requirements of 1.8.6 of RID/ADR when making their application.
- 2.6. UKAS will assess the applicant in accordance with their procedures and when satisfied that the requirements of the accreditation standard and relevant technical standard(s) are met, will offer to accredit the applicant. The applicant should inform VCA as soon as they have gained accreditation; it is not UKAS responsibility to do so.
- 2.7. VCA will review the application and if acceptable, will offer to appoint the applicant subject to the conditions set out in Annex B of this document or such conditions as may be substituted from time to time. The applicant must accept the conditions of appointment by signing and returning the acceptance form to VCA, whereupon VCA will issue a letter of appointment and add the applicant's details to the list of appointed inspection bodies published on the VCA website.
- 2.8. UKAS will make a surveillance assessment visit to the appointee at least once a year and will provide a report of their findings to VCA to enable VCA to make an informed decision concerning the appointee's on-going appointment. The report provided to VCA will include details of witnessed activities and any improvement actions the appointee is required to implement.
- 2.9. If an appointee wishes to broaden its inspection activities, it must apply to UKAS for an extension of scope (which will usually involve an additional assessment) and inform VCA of its intentions. VCA will consider extending the appointment for the additional activities once accreditation has been granted.

### 3. MEETING THE CRITERIA

Applicants shall comply with the provisions set out in this document in order to meet the criteria for an appointed body. However, this alone will not guarantee appointment, which is offered at the discretion of the competent authority. When an inspection body is appointed to undertake functions covered by the Transportable Pressure Equipment Directive, (2010/35/EU), VCA will notify the European Commission and the inspection body will take on the status of a notified body.

## Requirements of Appointment

- 3.1. Appointees shall at all times maintain adequate professional indemnity insurance; the competent authority will not in relation to any case or circumstance cover the liability of an appointee
- 3.2. Appointees shall operate in conformity with the provisions of CDG 2009 and CDG 2010, RID/ADR and the IMDG Code as applicable
- 3.3. Appointees shall be accredited to ISO 17020:2012 for the functions they perform, the equipment they inspect and the regulations they are required to comply with, including the relevant standards identified therein, the technical codes recognised by the Department for Transport (DfT) and VCA inspection procedures, as applicable.
- 3.4. Appointees shall comply with the conditions of appointment and shall not operate outside the scope of accreditation.
- 3.5. Appointees shall at all times demonstrate professional competence. Staff shall be trained to a level appropriate to their task(s) and shall have an understanding of the provisions of the regulations sufficient to be able to perform their functions competently.
- 3.6. Appointees shall ensure that all inspectors undertaking functions and/or performing tasks on their behalf are qualified, competent and knowledgeable in their field of inspection and have a working knowledge of the dangerous goods regulations. Guidance on the appropriate levels of qualification required is provided in Annex D.
- 3.7. Appointees shall notify VCA of each inspector they engage to perform part or all of the functions for which they are appointed. Notification shall include the inspector's name, email address, role, employment status (i.e. full-time, part time, permanent, casual, contractor, etc.), qualifications and any limitation placed on their inspection activities, e.g. on the type of equipment they are deemed competent to inspect or range of inspection(s) they are authorised to perform. VCA will grant the inspector appropriate access rights to the certification database based on this information. Appointees are responsible for the actions of their inspectors and shall, without undue delay, inform VCA of any change of notified personnel.
- 3.8. Appointees shall attend at least one VCA/DfT tank inspection body group meeting annually, and whenever possible shall be represented by a full-time permanent employee.

## Application of Standards

- 3.9. RID/ADR and the IMDG Code make reference to a number of European or International standards, application of which is often mandatory. It should be noted that occasionally a standard may contradict the regulatory provisions in some way; where this is the case, it is universally recognised that the regulations will always take precedence.

## Sub-Contracting

- 3.10. Appointees themselves should normally perform all of the inspection and testing functions they contract to supply. When specialist services (e.g. NDT) are required, bodies accredited for the purpose to either EN ISO 17020:2012 for inspection or EN ISO 17025:2005 for testing should be selected. If no accredited body is available, the appointee may engage the services of a non-accredited sub-contractor which it has satisfactorily audited against the requirements of ISO 17020:2012 to ensure the task(s) the inspection body intends to sub-contract will be conducted competently. Audits shall be performed before first using the sub-contractor's services and at least annually thereafter if they are to be used on a regular basis. Audits shall include but are not limited to the sub-contractor's ability to conform to the same requirements of quality and independence that are placed on the inspection body itself.

*NOTE: If, when forming its judgment on the compliance of the item(s) being inspected, an appointee intends to rely upon the results of services which are purchased by the inspection body's customer, clause 3.10 shall apply to the appointee as if it were the purchaser of those services,*

- 3.11. Appointees shall maintain documented procedures describing the process for the assessment and monitoring of sub-contractors to ensure compliance with the relevant requirements and shall keep records of each audit performed and its findings.
- 3.12. Appointees shall maintain a register of all sub-contractors used, together with their qualifications, accreditation status etc. The register and copies of the sub-contracts, agreements, audits etc. shall on request be made available to UKAS, VCA or such other person acting on behalf of the Secretary of State for that purpose.

*NOTE: When appointees engage individuals (e.g. self-employed engineers) or employees of other organizations, it is not considered sub-contracting providing the individuals are formally contracted to operate directly under the inspection body's quality and management systems and not engaged through a third party.*

## 4. DUTIES OF APPOINTED INSPECTION BODIES

- 4.1. In providing inspection and certification services to manufacturers and operators, appointees shall minimise any detrimental impact to those businesses. Appointees shall not place undue financial or other conditions upon such manufacturers and operators. The procedures under which an appointee operates shall be administered in a non-discriminatory manner.
- 4.2. Appointees shall normally perform their inspections within the United Kingdom. Inspections may be performed outside the UK only in accordance with Annex C of these arrangements. Except when operating in accordance with sub-section 3(a) of Annex C, the scope of any proposed operation outside the UK should be discussed with VCA and UKAS before work is undertaken for the first time. UKAS will determine whether an extension of scope or a local assessment is necessary. Appointees shall ensure that overseas inspections and tests are performed by inspectors meeting the criteria of clause 3.6 of these arrangements.

*NOTE: In addition to consulting VCA and UKAS, appointees shall establish the requirements of the competent authority of each country in which they intend to operate before commencing work there for the first time.*

- 4.3. Appointees shall issue certificates of inspection only through the VCA online certification database. If for any reason a tank does not comply with the relevant requirements, a refusal notice shall be issued through that system.

*NOTE: Certificates issued by other means prior to 1 July 2014 shall be valid until their normal expiry date.*

- 4.4. Appointees for conformity assessment functions shall assess the conformity of tanks which fall within the scope of their appointment against the requirements of the relevant standards and regulations. When a tank is assessed as being in conformity, the appropriate type approval certificate shall be issued through the VCA online certification database.
- 4.5. Appointees shall have documented procedures covering all aspects of the inspection activities for which they are appointed. As part of the accreditation process, an assessment will be made of the adequacy of the internal organisation and the procedures employed, to ensure confidence in the quality of the appointees services. Where judgements or interpretation of a standard or requirement are implicit or explicit in a decision to grant or withhold certification, the appointee shall have procedures for achieving consistency.
- 4.6. Appointees shall maintain a record of each inspection they undertake. Records shall include all of the documents on which a decision to approve, certify or refuse certification of a tank is based (e.g. design drawings, engineering calculations, NDT results, material certification, inspector's notes, inspection and test reports, etc. as applicable). Records upon which a type approval decision is based shall be retained by the appointee for at least 20 years, starting from the last date of production of products conforming to the approved type. Records of initial inspection and exceptional check following major repair shall be

retained for at least 15 months after the tank is permanently removed from RID/ADR service or is scrapped. Records of intermediate inspection and periodic inspection shall be retained for at least 15 months after the expiry of the certificate issued in respect of the inspection. Records shall be made available on request to the DfT, VCA, UKAS or other person lawfully acting on behalf of the Secretary of State for Transport. Appointees shall ensure the relevant details of each tank they inspect in pursuance of their appointment are entered into the VCA online certification database.

- 4.7. Appointees shall inform the VCA and UKAS without undue delay of any significant change to their organisation including but not limited to any change in legal entity, status, ownership, location, key personnel, technical competence, facilities etc. that might be relevant the appointee's ability to carry out the tasks for which it has been appointed.
- 4.8. Appointees shall inform VCA without undue delay of any finding made by a criminal or civil court or regulatory body, including any finding of dishonesty, against them or any person carrying out a procedure or specific task on their behalf, that might compromise their integrity or competence to carry out the tasks for which they have been appointed, including in relation to any work which has already been carried out

## 5. CONTACT POINTS AND SOURCES OF RELEVANT DOCUMENTS

- 5.1. Annex E contains contact details for the VCA and UKAS together with the details for obtaining copies of the regulations, ADR/RID, the IMDG Code and EN/ISO 17020.

## ANNEX A - Application for accreditation and appointment

The following headings should be considered in the application to UKAS and VCA:

**1. *Tank materials to be inspected:***

- e.g. Aluminium
- Fibre Reinforced Plastics
- Carbon steel
- Stainless steel

**2. *Tank types to be inspected:***

This may be done by listing the appropriate clauses identified in 1.2 (a) to (d) but should define the specific type/use e.g. low pressure, vacuum, chemical, gas, liquefied gas, MEGC etc.

**3. *Tank equipment***

- e.g. Categories of valve, pressure relief device etc.

**4. *Type of appointment being sought***

- e.g. Type approval
- Initial inspection
- Exceptional checks
- Periodic inspection
- intermediate inspection



## ANNEX B – Conditions of appointment

The following is correct at the time of publication but may be updated from time to time.

### CONDITIONS OF APPOINTMENT

*Issued by*

**The Vehicle Certification Agency, Dangerous Goods Office**

*Acting on behalf of*

**The competent authority of the United Kingdom of Great Britain and Northern Ireland**

*Made Under*

**The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations, 2009 (as amended) (CDG 2009)**

**The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations Northern Ireland 2010 (as amended) (CDG 2010)**

*and*

**The Merchant Shipping (Dangerous Goods and Marine Pollutants) Regulations 1997 (MSDG)**

*hereinafter referred to as 'the carriage regulations'*

1. The VCA Dangerous Goods Office (VCA), acting on behalf of the competent authorities of the United Kingdom of Great Britain and Northern Ireland, is authorised to appoint bodies to undertake functions in accordance with the carriage regulations. The appointee shall carry out the functions of an appointed person only in accordance with these conditions of appointment.
2. The appointee shall comply with the provisions of the United Kingdom Arrangements for the Appointment of Bodies for the Inspection of Tanks for the Carriage of Dangerous Goods (the UK arrangements).
3. The appointee shall comply with those provisions of RID<sup>4</sup>, ADR<sup>5</sup>, the IMDG Code<sup>6</sup>, CDG 2009 and CDG 2010 relevant to the procedures and tasks it undertakes.
4. The appointee shall not in purported pursuance of its appointment carry out any task contrary to the UK arrangements or outside the scope of its appointment which is that indicated by an asterisk (\*) in the latest UKAS Schedule of Accreditation which VCA has recognised and acknowledged in writing to the appointee.
5. The appointee shall ensure it remains competent to carry out the functions for which it has been appointed and shall maintain UKAS accreditation for the functions it undertakes.
6. The appointee retains sole responsibility for the quality of the work undertaken pursuant to its appointment, whether that work is undertaken by an employee of the appointee or not.

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<sup>4</sup> Regulations concerning the International Carriage of Dangerous Goods by Rail (RID)

<sup>5</sup> European Agreement Concerning the International Carriage of Dangerous Goods by Road (ADR)

<sup>6</sup> The International Maritime Dangerous Goods Code (IMDG Code)



7. The appointee shall at all times maintain adequate liability insurance. Neither VCA nor the UK competent authority will assume liability for the actions of the appointee or the work undertaken by it.
8. The appointee shall ensure that any person (whether an employee of the appointee or not) who carries out a procedure or specific task on behalf of the appointee pursuant to its appointment :
  - a) is competent to carry out that procedure or specific task;
  - b) has access to all the equipment necessary to carry out that procedure or specific task accurately and effectively;
  - c) ensures that the equipment referred to at (b) above is fit for purpose, in good condition, has been adequately maintained, is in calibration and will provide accurate results;
  - d) makes a record of the work undertaken, including methodology and results;
  - e) provides the appointee with all of the records made by him in pursuance of (d) above as soon as practicable following the completion of the work to which they relate.
9. The appointee shall keep a record of all work undertaken pursuant to its appointment, whether by the appointee's employees or not, including those records provided to the appointee in pursuance of 8(e), above. Records shall be stored in hard copy or in an electronic storage and retrieval system and the appointee shall take effective measures to preserve their integrity. Such measures will include the secure storage of records to prevent unauthorised access, alteration, damage, destruction or loss. Duplicate or backup copies (in hard copy or otherwise) of all records shall be maintained to ensure they can be fully restored in the event of a disaster, e.g. fire, flood or failure of an electronic storage system in which they are stored.
10. The appointee shall retain the records at least for the minimum statutory period specified by the regulations and the UK arrangements.
11. The appointee shall on request make records available to the DfT, VCA, UKAS or other person lawfully acting on behalf of the Secretary of State for Transport and when required shall provide a summary of work undertaken pursuant to his appointment, whether by the appointee's employees or not, including but not limited to the type, size, quantity and where present, the serial numbers of items inspected, tested or repaired (as applicable). Such information shall be provided in the format and within the timescale that the requestor shall reasonably require.
12. On termination of the appointment, the appointee shall at their own expense make arrangements to preserve and securely store the records of all work undertaken pursuant to its appointment and ensure they remain accessible, in accordance with clauses 9 to 11 above. The appointee shall without undue delay inform VCA of the arrangements so made.
13. The appointee shall ensure that all relevant details of each tank that it inspects in pursuance of its appointment are entered into the online certification database managed by the VCA and on completion of each inspection, shall issue either a certificate of inspection or a refusal notice from that system. It is noted that certificates issued prior to the introduction of the online database on 1 July 2014 shall be valid until their normal expiry date.
14. The UK competent authority or anyone acting on their behalf, including but not limited to VCA, UKAS, DVSA or HSE may carry out an inspection of the appointee at any time to ensure that it is complying with the conditions of appointment. Such inspection may include the examination of premises, equipment, documents and records (including records kept by the appointee in pursuance of clauses 9 to 11 above). The appointee shall make available to

the person or persons carrying out the inspection such records, information, personnel, facilities and assistance as may reasonably be required for the purpose of the inspection.

15. The appointee shall without undue delay inform VCA in writing of any :
  - a) change of the appointee's details including but not limited to the trading name, trading addresses, registered address, the nominated contact, telephone numbers and email addresses, or;
  - b) change of legal personality, structure, ownership or solvency of the appointee, or;
  - c) finding, including any finding of dishonesty, against the appointee or a person carrying out a procedure or specific task on behalf of the appointee (whether an employee of the appointee or not) made by a criminal or civil court or regulatory body, that might be relevant to the appointee's integrity or competence to carry out the procedures and specific tasks for which it has been appointed, including any task which has already been carried out, unless to do so would breach any applicable law relating to the disclosure of information.
16. Applicants for appointment shall pay an initial fee and once appointed, an annual fee is payable for each calendar year or part thereof that appointment is effective. A variation fee is payable for any change of scope initiated by the appointee. A charge is made for each certificate issued by an appointee and for amendments thereto; no charge is applicable for the issue of a refusal notice. The scale of fees is published on the VCA website and may be amended from time to time. Fees will be invoiced periodically and failure to remit payment by the due date may be a reason to suspend the appointment. Fees are non-refundable.
17. The appointee may terminate the appointment by giving VCA 90 days' notice in writing.
18. VCA may suspend or terminate the appointment by giving the appointee 90 days' notice in writing. If the appointee appears to be failing to comply with any of the conditions of appointment, VCA may suspend or terminate the appointment giving the appointee such notice as is considered appropriate to the circumstances, including giving no notice. Upon suspension or termination of the appointment, VCA may give such directions as are considered appropriate for the determination of any outstanding work and/or the preservation of records. The appointee shall comply with all reasonable directions placed upon him until all outstanding actions have been satisfactorily discharged
19. This appointment shall terminate on the date specified in the letter of appointment and shall in any event come to an end upon the revocation of the CDG regulations (GB 2009 or NI 2010), except that applications to the appointee to carry out a task or specific tasks that are outstanding at the time of the revocation shall be dealt with by the appointee pursuant to this appointment.
20. This appointment is not transferrable.

## ANNEX C – Inspections performed outside the UK

The following conditions apply to bodies that wish to perform inspections outside the UK under the terms of their UK appointment.

1. Contracts for type approval, initial inspection, in-service inspection and exceptional checks shall normally be placed by the customer requiring the inspection directly with the appointee whose name and address are identified on the appointment document. However, with the prior written approval of VCA, which shall not be unreasonably withheld, contracts for inspections performed outside the UK may be placed with a named local subsidiary or associate entity of the appointee. The appointee shall take full responsibility for the tasks performed by its local subsidiary or associate entity wherever the tasks are performed.
2. The design review and type approval functions shall be performed only by suitably qualified person(s) (see Annex D) employed directly by the appointee. A final review of each type approval must be undertaken by qualified UK based personnel before issue. All records, drawings, calculations etc. pertaining to the design review and type approval shall be kept in the UK.
3. If initial or in-service inspection takes place outside the UK it shall be performed in its entirety by either:
  - a. Competent UK based inspectors with appropriate skills, qualifications and approvals, employed directly by the UK Appointee, attending the place of inspection to perform or witness the required functions in their entirety.
  - b. Competent inspectors with appropriate skills, qualifications and approvals, operating from the country or region in which inspection takes place, working under the direct control of the UK Appointee. Direct control means each inspector shall be trained, approved, supervised and managed on a day to day basis by the UK Appointee, and shall be audited by them at least annually. The inspector shall be employed directly by or contracted personally to the UK Appointee and shall not be engaged via a relationship with any local branch or subsidiary of the Appointee, nor any intermediary or agency, howsoever named.
4. Overseas locations at which inspections take place shall be identified to UKAS during the annual accreditation.
5. As an alternative to condition 3 above, a UK Appointee may, subject to conditions 1 & 2, engage its named, suitably skilled subsidiary or associate entity situated in the country or region in which inspection is to take place, (its local subsidiary) for the purpose of inspection involving judgement or decision making. Any such engagement shall be formalised by contract or other such written agreement, directly between the Appointee and the local subsidiary. Local subsidiaries shall be identified on the UK Appointee's schedule of accreditation and shall be subject to the scrutiny of UKAS during each assessment round. The UK Appointee shall ensure the local subsidiary meets the requirements set out for the tasks given to it with the same level of competence and safety as laid down for the UK body themselves. The UK Appointee shall conduct an onsite audit of each local subsidiary at least annually and shall manage, control, monitor and review its work to ensure the quality and consistency of its inspection and decision making. If any audit or review reveals a significant lack of compliance with Appointee policy or procedures, the UK Appointee shall restrict or halt activities at that location and shall notify VCA of their action. The UK Appointee shall follow up all audit findings to ensure corrective actions are implemented as necessary.

6. In all cases, inspection shall be conducted in accordance with the provisions of RID/ADR, EN 12972:2007 and the IMDG Code as applicable. Certificates of inspection shall be compiled, approved and issued only through the VCA certification system.
7. In the event that the VCA incurs costs in respect of any legal claim from a third party which is proven to be caused or contributed to by the negligence of a UK Appointee or its local subsidiary performing work purportedly under this statutory scheme, then the UK Appointee will indemnify and hold harmless the VCA in respect of such costs up to but not exceeding the sum of £3 million pounds sterling.

*NOTE: Compliance with this annex does not itself authorise an Appointee to operate in any particular country. Appointees must establish the requirements of the competent authority of each country in which they intend to operate before commencing work there for the first time.*

## ANNEX D - Qualification categories

There is no specific professional qualification for tank inspectors. Good engineering knowledge is essential, as is a comprehensive understanding of the tank design and construction process. All inspection staff should be able to show a general knowledge of the dangerous goods regulations. In addition Appointees shall have:

### **For type approval, initial inspection, exceptional checks and conformity of service equipment**

At least one senior member of staff of Chartered Engineer status in each relevant discipline, supported by technically qualified and experienced staff with knowledge of the law, codes, inspection techniques and understanding of the operation of the system. They shall have access to full range of relevant specialist services in fields of material engineering, NDT, welding, design and plant operation.

### **Periodic & intermediate inspection**

At least one member of staff qualified as an incorporated engineer with adequate experience and knowledge of the law, codes, exam and inspection techniques and an understanding of the effects of operation on the system. They shall have established access to basic design and plant operation advice, materials engineering, welding and NDT.

*NOTE 1: exceptional checks following major welded repairs or changes of service equipment shall be certified only by a body accredited for the purpose. Often, but not in all cases this will be a body accredited and appointed for type approval or initial inspection, typically independence Type A or Type B bodies (EN ISO 17020).*

*NOTE 2: UKAS publication RG0 "Guidelines on the competence of personnel undertaking engineering inspections" may assist in identifying suitable staff*

*NOTE 3: In certain circumstances VCA may vary the above requirements, for example when an Appointee's activities are confined to a limited range of specialised tanks or examinations. Application to vary the qualification requirements should be made in writing and should identify the tank type(s) to be examined, the range activities to be undertaken and the alternative qualifications and experience of the key personnel. If considered acceptable, VCA will authorise a variation in writing but reserves the right to impose conditions or limitations as necessary.*

## ANNEX E - Contact points & sources of relevant documents

The VCA Dangerous Goods Office  
Wesley House, Bull Hill  
Leatherhead  
Surrey  
KT22 7AH

Tel: 01372226110

Fax: 01372226116

Email: [tanks@vca.gov.uk](mailto:tanks@vca.gov.uk)

United Kingdom Accreditation Service  
21 - 47 High Street  
Feltham  
Middlesex,  
TW13 4UN

Tel: 0208 917 8400

Fax: 0208 917 8500

Email: [kevin.belson@ukas.com](mailto:kevin.belson@ukas.com)

Copies of the CDG regulations, ADR and RID:

The Stationery Office Ltd  
PO Box 29  
Norwich,  
NR3 1GN

Tel: 0870 600 5522

Fax: 0870 600 5533

Email: [customer.services@tso.co.uk](mailto:customer.services@tso.co.uk)

Text phone 0870 240 3701

Or from the Office of Public Sector Information website at [www.opsi.gov.uk](http://www.opsi.gov.uk)

Copies of the IMDG Code:

IMO  
4, Albert Embankment  
London  
SE1 7SR

Information on the EN/ISO 17020 series of standards and copies of it is available from:

BSI British Standards  
389 Chiswick High Road  
London,  
W4 4AL

Tel: 0208 996 9001

Fax: 0208 996 7001

Web: <http://www.bsi.group.com>