

Information on E-Reporting

for Ship Surveys and Office Audits for All Ship Types



Green Award is continuously searching for ways to improve its internal processes and to serve the Certificate Holders more efficiently and practically. In order to become more *environmentally friendly* and to *shorten the lead time of reporting* to our Certificate Holders, we have taken the initiative to begin with e-reporting as of **1 September 2011**.

This implies that our Certificate Holders will no longer receive the reporting of ship surveys or office audits in hardcopy and will receive them by e-mail in pdf-format (the original report and notes will still be left onboard or at the office before the surveyors or auditors leave the premises). We recommend our Certificate Holders to keep Bureau Green Award updated with any e-mail address changes as soon as possible to certification@greenaward.org. Please note that the sending of ship/office certificates, flag and plaques will be dispatched in the same way as now by regular mail or courier¹.

¹ sending by courier will only happen on request by the certificate holder. The courier fee will be invoiced to the certificate holder.