

Boat Safety Scheme
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March 2014

Ref: 14-003

BSS EXAMINER NEWS

Dear Examiner,

If you have not yet applied to re-register – only two weeks to go – apply this weekend

Over half of all BSS Examiners are already re-registered for 2014/15 – thank you if that is you - but if you have not acted yet, please apply this weekend, as there are only two weeks left of the registration year.

If you think that the invitation email that was sent to you never arrived or if it is hidden amongst hundreds of emails, don't worry and don't delay, because you don't need the email to apply. Log into Salesforce and click on the registrations tab.

Click the grey 'Go' button to expose the 2014-15 form, then Click on the underlined 'Reg' number or click edit next to it and read all the terms and conditions very carefully.

So, if you wish to make an application, have the Reg Application page in edit mode and go to the extreme left-hand bottom where there is a box to tick, once clicked and ticked, click on one of the save buttons. This submits your application, you can see the changed status on screen - you will be sent an automated application acknowledgement.

If and when your application is accepted, you will be sent another automated email of acceptance and the status will have changed again.

However if you do not get that confirmation, or if you haven't even tried to apply by the end of Friday 28 March, you may be unauthorized on Tuesday 1 April, and you will not be able to carry out BSS examinations, or to issue BSS certifications. Without having confirmation, you must not issue any certification and must cancel or postpone any BSS examination bookings until you have confirmation of your registration.

Unauthorized examiners will not be listed on the BSS website until registration is completed and will have their access to Salesforce restricted.

Any certification made whilst an examiner is not registered may be cancelled and the circumstances investigated as a potential breach of the Conditions of Registration.

Please remember, applications completed after 1 April will be subject to an additional administration fee of £50 (+VAT) taking account of the additional costs of late registration; unless the delay is pre-arranged and agreed with the BSS Office.

If you are on the Michael Hall Associates Ltd 'block' insurance policy and are yet to renew, please do so soon, as this cover runs out at the end of March.

Not re-registering for 2014/15?

May I request that if you have decided not to re-register please confirm this in writing to Tracy before the end of March. I would also be interested to learn of the reasons for your decision.

Proposed changes in delivery of examiner-ordered items

Over the next few months the BSS Office will be moving from the present system of examiners ordering individual items, such as form E pads, BSS Examination Record Form pads, and packs of washers etc. to supplying annual bulk orders of specific items.

This will have a number of advantages such as reducing the annual printing, postage and packing costs, thus keeping both the cost of certification and annual registration fees down and also ensuring there is no delay in examiners receiving items they urgently need.

We have, by using Salesforce reporting, a good understanding of all the items that individual examiners have ordered over the past 12 months and can therefore anticipate next year's requirements.

You need not panic as this will not result in huge parcels arriving with problems in storage etc.; the vast majority of examiners are modest users of materials. The busier examiners will have deliveries divided between two or three deliveries across the year.

If you lose or damage the items you can still order new ones but the BSS reserve the right to charge postage (not item costs) for duplicated orders.

Please note leaflet items such as CO/Fire leaflets are exempt from this and will be sent free of charge as requested. Please carry on as ordering all items as normal until hear more from us about the process and you receive your first parcel.

BSS Examiner Pro-site additions and the future

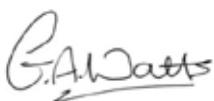
We're continuing to add useful information supporting to the BSS Examiner Pro-site; click on the '[new products' pages](#) to learn about a new GasFuse product that fits on high-pressure side on both propane and butane systems. The manufacturer claims the Gasfuse product, shuts off the LPG supply in the event of a major leak but how does the product fit with BSS requirements?

We have also included information about a range of Fuel Guard water separator and fuel filters that meet the requirements of BSS Check 2.12.2 [2013] / C2.16 [2002] concerning the fire resistance of fuel filters inside engine spaces.

Another recent addition to the site is one new and several improved the 'How to Guides' relevant to Salesforce examination reporting. Click on this link to take a look -[how-to-guides-and-bss-forms](#)

More improvements are on the way, so watch out for more news soon.

Best regards,



Graham Watts, BSS Manager