



Registration Systems, Inc.

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RSI BULLETIN #R-035

FROM: Daniel C. Ludwig

DATE: April 14, 1999

SUBJECT: Correction of Errors for Registered Tests

In general, corrections to the formulation/stand code are only permitted for typographical errors or transposition of numbers. While this ensures an exact representation of the registration activity, it places a burden upon the sponsor to flag a test with an incorrect formulation code. Additionally, an incorrect formulation/stand code can inhibit proactive monitoring and the analyses of replicate data within the CMA candidate database.

To enhance the integrity of these data, RSI will implement a process to correct mistakes in the formulation/stand codes. To ensure all registered test activity continues to be daylighted, RSI will note the changes in the CMA Monitoring Agency Summary of Scheduled Tests, which is issued upon sponsor request, for any formulation/stand code that was corrected for sponsor ID, sponsor oil code, minor modification or stand number.¹

Enclosed is an updated correction of error form. This replaces the form (RSI-920407) identified in RSI Bulletin 92-005.

¹ Only individuals/sponsors with authorization to request data, authorization to release data to a third party, or authorization to change the list of names will be permitted to submit corrections to sponsor ID, sponsor oil code, minor modifications and stand numbers. Other corrections to a formulation/stand code do not require special authorization.

CMA PRODUCT APPROVAL CODE OF PRACTICE CORRECTION OF ERROR FORM

This form is used to correct information that was originally submitted on the Engine Test Registration Form. A corrected Engine Test Registration Form must accompany this sheet.

PART A: ORIGINAL REGISTRATION INFORMATION (Information in this section should correspond to the original Engine Test Registration Form that was previously submitted)

Test Laboratory:

Test Sponsor:

Test Type:

Test Number:

Test Stand:

Formulation/Stand Code:

PART B: CORRECTED INFORMATION (In the space provided below, please indicate the correction as appropriate along with a brief explanation.) THIS FORM IS NOT TO BE USED FOR FORMULATION CANCELLATIONS OR SUBSTITUTIONS.

IF THIS CORRECTION AFFECTS THE SPONSOR ID, SPONSOR OIL CODE, MINOR MODIFICATION OR TEST STAND, THIS CORRECTION FORM MUST BE SIGNED BY AN INDIVIDUAL WHO IS AUTHORIZED TO REQUEST DATA FROM THE CMA MONITORING AGENCY. THESE CHANGES WILL BE NOTED IN THE CMA MONITORING AGENCY SUMMARY OF SCHEDULED TESTS.

Typed Name: _____

Company Name: _____

Signature: _____

Date: _____

PART C: CMA MONITORING AGENCY (The CMA Monitoring Agency will forward to the Test Sponsor)

(Signature)

(Date)