



Registration Systems, Inc.

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RSI BULLETIN #R-039

FROM: Daniel C. Ludwig

DATE: November 6, 2000

SUBJECT: Replacement forms and RSI's use of the name American Chemistry Council and "ACC"

The September 2000 issue of the American Chemistry Council (ACC) Petroleum Additives Product Approval Code of Practice (Code) has changed the name of the CMA Monitoring Agency to the American Chemistry Council Monitoring Agency.

Replacements for *Engine Test Registration Form* (RSI001101), *Correction of Error Form* (RSI001101) and *Cancellation Form* (RSI001101), which are described in the Code, are enclosed. To obtain the proper form for the Test Laboratory Conformance Statement, please refer to *Engine Test Operational Validity Criteria* (Appendix G) of the Code.

RSI, as the American Chemistry Council Monitoring Agency, issues a variety of reports. Any use of ACC in RSI's documents, correspondence and website is intended to be our acronym for American Chemistry Council.

RSI issues a summary of scheduled tests when requested by the respective sponsor. This summary is described in the Code as *Candidate Data Package* (Appendix E). Effective November 1, 2000, these reports contain both the ACC and American Chemistry Council nomenclature.

Enclosures

AMERICAN CHEMISTRY COUNCIL (ACC) PRODUCT APPROVAL CODE OF PRACTICE

ENGINE TEST REGISTRATION FORM

PART A – TEST SPONSOR (To be completed by the Test Sponsor and submitted to the Test Laboratory and the ACC Monitoring Agency)		
Test Sponsor:		Contact:
Address:		
Phone No.:		Fax No.:
Date:		Test Type:
Test Laboratory:		
Formulation Code:		
____ - ____ - ____ - ____ - ____ - ____ - ____ - ____		
SAE Viscosity Grade _____ Sponsor In-House Number _____ (Optional)		
Part B: TEST LABORATORY (To be completed by the Test Laboratory and forwarded to the ACC Monitoring Agency)		
Lab Contact:		
Address:		
Phone No.:		Fax No.:
Test Number:	Stand No.:	Estimated Starting Date:
Formulation/Stand Code: (Stand must be chosen per Appendix D)		
____ - ____ - ____ - ____ - ____ - ____ - ____ - ____		
Prepared by: _____ (Signature) _____ (Date)		
PART C: ACC MONITORING AGENCY (To be completed by the ACC Monitoring Agency and returned to the Test Sponsor and Test Laboratory)		
Part A Date Received:		Time Received:
Part B Date Received:		Time Received:
Prepared by: _____ (Signature)		

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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 ACC MONITORING AGENCY. THESE CHANGES WILL BE NOTED IN THE ACC MONITORING AGENCY SUMMARY OF SCHEDULED TESTS.

Typed Name: _____

Company Name: _____

Signature: _____

Date: _____

PART C: ACC MONITORING AGENCY The ACC Monitoring Agency will forward to the Test Sponsor.

(Signature)

(Date)

AMERICAN CHEMISTRY COUNCIL (ACC) PRODUCT APPROVAL CODE OF PRACTICE

CANCELLATION FORM

This form is submitted by the Test Laboratory to the ACC Monitoring Agency. 1) If a Test Sponsor contacts a Test Laboratory with an intent to test, and the test was cancelled prior to being registered, or 2) The test was cancelled after being registered.

PART A – CANCELLATION

Test Laboratory:

Contact:

Phone No:

Fax No.:

Test Sponsor:

Test Type:

Has this test been registered with the ACC Monitoring Agency? _____ Yes _____ No

REASON FOR CANCELLATION:

Prepared by: _____
(Signature)

(Date)

Part B: ACC Monitoring Agency (The ACC Monitoring Agency will forward to the Test Sponsor)

Date received:

Time received:

____ AM ____ PM

Prepared by: _____
(Signature)