

Annex CN_1 - Receipt of notification and contact details letter

From: <IMT Inspector name>
To: <Duty holder>
FAO: <title and name of duty holder's contact for SC>
Date: <date>

Dear Sirs

Combined Operations Notification Offshore Installations (Safety Case) Regulations 2005, Regulation 10

Duty holder: <Duty holder>
Installations: <Installations>
SCR05 Regulation. 10
Notification received: <Date> (Day 0)
Notification Number: <COIN case number>

Your Notification has been received on the date quoted above. It is now being processed in accordance with HSE procedures. These can be found online at <http://www.hse.gov.uk/offshore/scham/index.htm>

You will be informed if we identify any matters of concern. The Notification will be used to inform HSE's intervention plans. This may involve onshore and/or offshore inspections by Inspectors.

I am dealing with the inspection of this Notification. It will assist me if you ensure that all relevant written or email communications quote the Notification Number above and are addressed (or copied) to me.

Contact details:
Inspector <name>, tel. <telephone>, email <email>
My address is: <office address of Inspector>

Yours faithfully,

Inspector