


Title	Specification of documentation		
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Rev.	Date	Created	Released	Description
A	10.02.2015	Michael Schuba		
B	11.07.2016	Michael Schuba	Thomas Krämer	
C	03.05.2018	Michael Schuba		Responsibility changed
D	19.02.2019	Michael Schuba		Scope changed
E	18.10.2021	Alfons Zorn		Chapter 3 added: machine marking
F	11.02.2022	Michael Schuba		Responsibilities changed; UKCA added

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Specification of documentation

1. Quantity, language and delivery date of documentation

The purchaser respectively the operator has to be provided with all information that enables him to operate safely and in due form the delivered machines and devices with the ensured features.

The documentation has to be delivered in three stages in advance_as follows:

a) Preliminary documentation:

- 1pc. preliminary technical documentation digital and in the required languages
- At least 1 brief instruction as well as overview drawings
- Delivery time: with notification of the readiness for dispatch
- Delivery to: alexander.lindenmayr@knauf.com

b) Mounting documentation, delivery time with goods:

- Scope: preliminary technical documentation in the required languages
- At least 1 mounting instruction as well as overview drawings
- 1pc. paper version delivery to: KE-Lager, Alte Reichstraße 31, D-97346 Iphofen
- 1pc. digital delivery to: tobias.heussner@knauf.com

c) final technical documentation:

- 1pc. final technical documentation digital in the required languages
- The final version includes the complete documentation of the final date of acceptance.
- Delivery time: with goods
- Delivery to: tobias.heussner@knauf.com

The delivery is only complete, when all documents were delivered and accepted.

2. Requirements and services of the technical documentation

The documentation of the supplier and all sub-suppliers has to be in compliance with the EG machinery directive 2006/42/EG in legal edition. Apart from this, additional documents may be required which the client needs according to regulations on site.

In addition, all machines and parts for use in **GB or Northern Ireland** must comply with UKCA regulations "Supply of Machinery (Safety) Regulations 2008". A UKCA certificate must be supplied.

The documentation has to be split into the following chapters 1 to 7 and has to include the following documents:

1. Attaching parts
2. Drive Card (see excel-sheet attached)
3. Manual of instruction
4. Certificates: all required certificates including EU-Conformity of complete or uncomplete machine acc. to machine directive
5. Lubricating instructions (see attached excel sheet)
6. Spare parts (see excel-sheet attached)
7. Drawings

3. Machine marking

According to the Machinery Directive 2006/42/EC, Annex I, Number 1.7.3, a clearly legible and permanent marking (type plate) must be affixed to machines.

Knauf Engineering GmbH also requires a clearly legible and permanent marking (type plate) on incomplete machines with sufficient information to enable clear assignment to the respective assembly instructions and installation declarations.