

To whom it may concern,

This is to inform you that the new **Administration Center Annex** building of ClassNK Head Office will be in operation as of 1 April 2015.

Addresses:

Administration Center

Annex: 3-3, Kioi-cho, Chiyoda-ku, Tokyo 102-0094, Japan

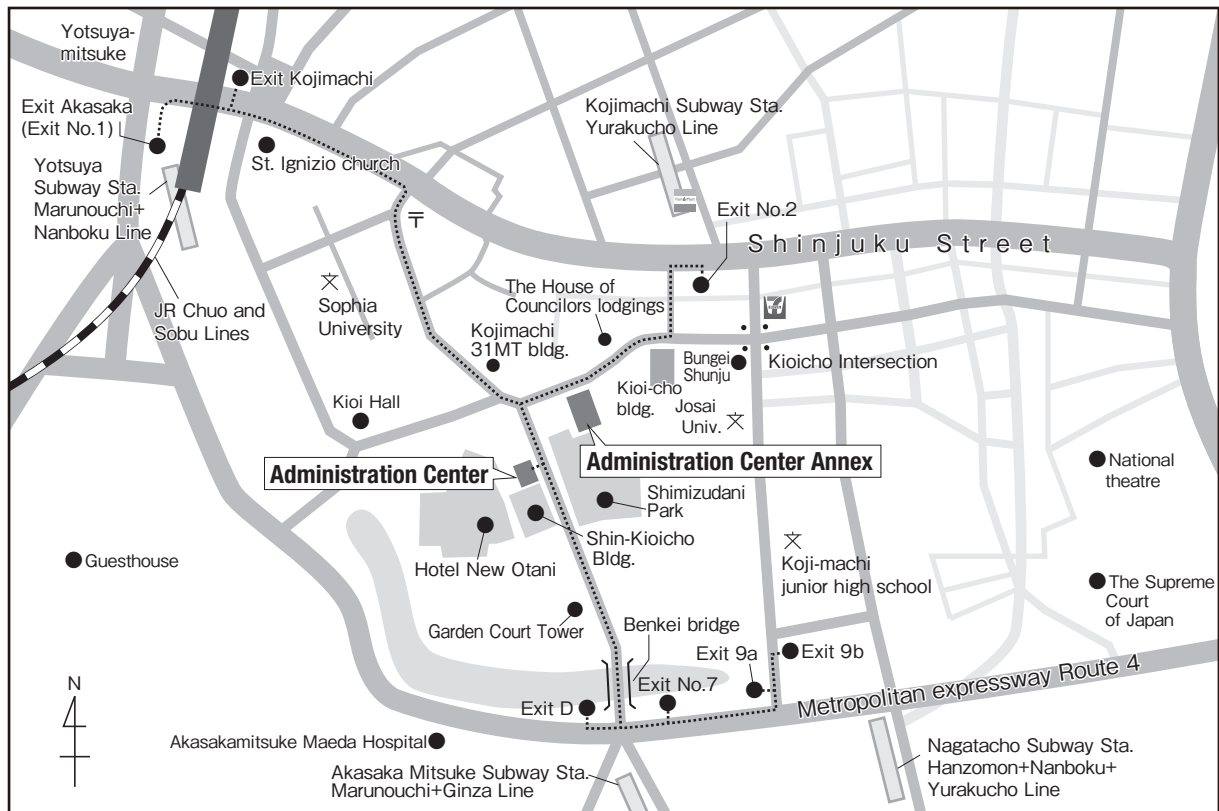
Main Building: 4-7, Kioi-cho, Chiyoda-ku, Tokyo 102-8567, Japan (Unchanged)

Please refer to the attached list for the updated contact information for each ClassNK department.

We ask that you please amend your records accordingly. We apologize for the inconvenience.

Sincerely,

ClassNK



Building	Floor	Department/Division	Phone	FAX
Main Building	1st Floor	GENERAL AFFAIRS DEPARTMENT	+81-3-5226-2011	+81-3-5226-2012
		FINANCE DEPARTMENT	+81-3-5226-2015	+81-3-5226-2108
	2nd Floor	CERTIFICATION OPERATIONS HEADQUARTERS	+81-3-5226-2411	+81-3-5226-2179
		CERTIFICATION SERVICE DEPARTMENT	+81-3-5226-2178	
		CERTIFICATION SERVICE PLANNING DEPARTMENT	+81-3-5226-2412	
	3rd Floor	RENEWABLE ENERGY DEPARTMENT	+81-3-5226-2032	+81-3-5226-2060
		SAFETY MANAGEMENT SYSTEMS DEPARTMENT	+81-3-5226-2173	+81-3-5226-2174
	4th Floor	ANNEX TO INFORMATION TECHNOLOGY DEPARTMENT	+81-3-5226-2021	+81-3-5226-2174
		HUMAN RESOURCES DEPARTMENT	+81-3-5226-2045	+81-3-5226-2262
		PLANNING DEPARTMENT	+81-3-5226-2035	+81-3-5226-2039
	6th Floor	PRACTICAL R&D PROMOTION DIVISION	+81-3-5226-2025	+81-3-5226-2056
		BUSINESS OPERATIONS HEADQUARTERS	+81-3-5226-2040	+81-3-5226-2034
		EXECUTIVE OPERATIONS DIVISION (Executive Planning/Executive Research)	+81-3-5226-2041	+81-3-5226-2037
	(Production and Publication/Corporate Communications)	+81-3-5226-2047		
Annex	2nd Floor	SURVEY OPERATIONS HEADQUARTERS	+81-3-5226-2028	+81-3-5226-2029
		EMERGENCY TECHNICAL ASSISTANCE SERVICE DIVISION	+81-3-5226-2027	
		AUDIT DIVISION	+81-3-5226-2043	+81-3-5226-2033
		TRAINING CENTER	+81-3-5226-2732	+81-3-5226-2033
		LECTURES		
	3rd Floor	NATURAL RESOURCES AND ENERGY DEPARTMENT	+81-3-5226-2042	+81-3-5226-2177
		MARINE AND INDUSTRIAL SERVICE DEPARTMENT (Consultation)	+81-3-5226-2176	+81-3-5226-2177
		(Appraisal)	+81-3-5226-2175	
		ClassNK Consulting Service Co., Ltd.	+81-3-5226-2290	+81-3-5226-2192
	4th Floor	MACHINERY DEPARTMENT	+81-3-5226-2022	+81-3-5226-2024
		EEDI DIVISION	+81-3-5226-2023	
	5th Floor	EEDI DIVISION	+81-3-5226-2058	+81-3-5226-2059
		MATERIAL AND EQUIPMENT DEPARTMENT	+81-3-5226-2020	+81-3-5226-2057
	6th Floor	EXTERNAL AFFAIRS DIVISION	+81-3-5226-2038	+81-3-5226-2734
		HULL DEPARTMENT (Freeboard and Tonnage Measurement)	+81-3-5226-2017	+81-3-5226-2019
		CUSTOMER SERVICE DEPARTMENT	+81-3-5226-2018	
	7th Floor	CUSTOMER SERVICE DEPARTMENT	+81-3-5226-2735	+81-3-5226-2736
		DEVELOPMENT OPERATIONS HEADQUARTERS	+81-3-5226-2181	+81-3-5226-2172
		HULL RULES DEVELOPMENT DEPARTMENT (Hull Rules)		
		(Software Support)	+81-3-5226-2180	
MACHINERY RULES DEVELOPMENT DEPARTMENT		+81-3-5226-2182		
INTERNATIONAL RULES DEVELOPMENT DEPARTMENT	+81-3-5226-2171			