

# DGM Services

## Transfer of certificates to DGM

### Background

If your company wishes to terminate the collaboration with your existing Notified Body, we have paved the way for easy transfer of your certificates to DGM.

### DGM offers the below advantages

- No transfer costs
- DGM ensures continuity of your business, as we take over your certificates and maintain them in accordance with your existing audit plan
- DGM will accept a transitional period of up to 1 year for devices bearing the CE Mark with your former Notified Body's identification number

### How to get started

Upon request DGM will prepare an estimate of cost for the transfer of the certificates including the document review and audit.

### You provide us with:

- Signed application
- Documentation that your contract with the former Notified Body has been cancelled
- Copies of existing certificates
- Copy of the latest audit report
- Quality system documentation
- Technical documentation
- Labelling and IFU

### Next steps

- DGM prepares an estimate of cost for the document review and the audit
- DGM makes a full pre-evaluation of the quality system documentation
- DGM issues a CE marking certificate with the same scope as your existing certificate
- DGM carries out surveillance or recertification audit no later than 6 months after the transfer of the certificate(s).

### Important

Please make sure that the identification numbers on packaging and labelling are identical to avoid CE marking of a device with two different identification numbers.

### More information

For further details on the transfer of certificates to DGM, please us at [dgm@ds.dk](mailto:dgm@ds.dk) or +45 39 96 64 00.

**DGM**

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