***Application for Certification under Machinery Directive***

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| **Applicant:** | Company: | | |  | |
|  | Address: | | |  | |
|  | Zip code/  town/state: | | |  | |
|  | VAT no: | | |  | Contact: |
|  | Phone: | | |  | Mobile no: |
|  | E-mail: | | |  | www: |
|  | PO no., if any: | | |  |  |
|  |  | | | | |
|  | ***Includes the following legal entities:*** | | | | |
| **Legal** |  | | | | |
| **entities:** |  | | | | |
|  |  | | | | |
|  | ***Applies for certification of the production site/address:*** | | | | |
| **Production site/ Address:** |  | | | | |
|  |  | | | | |
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| **Scope:** | ***The certification shall include:*** | | | | |
|  | (please state standards below) | | | | |
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|  |  |  | | | |
| **Previous**  **Certification:** | Yes \_\_\_ (please enclose certificate) No \_\_\_ | | | | |
| **Terms of Certification:**  The company agrees to comply with the obligations that are imposed on the company before, during and after the certification in accordance with Dancert’s General Terms and Conditions for Certification, Inspection and Approval:  <http://www.dancert.dk/uk/regulations/general-terms/>  The company has been informed of Dancert’s processing of personal data:  <http://www.dancert.dk/uk/gdpr/privacy-policy/> | | | | | |
| **Date:** | | |  | | |
| **Name and**  **Signature:** | | | | | |

**1. Service(s) requested**

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| --- | --- |
| **[ ]** | **EC Type-examination Certificate** |
|  |  |
| **[ ]** | **UK CA Certification** |
|  | UKCA Certificate will be issued by our partner in UK, based on a Shared Assessment. Our partner will have full access to the technical file via a secure OneDrive directory. |

**2. Basic information**

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| **Name of the machinery:** |  |
| **Type designation:** |  |
| Please describe the machine (or range of machines): |  |
| Please describe intended use(s) of the machine, functions, and limits according to EN 12100. |  |
| What is the Annex IV category? |  |
| List all sites of manufacture of the machinery including address details: |  |
| Is this a single model or a range of machines? |  |
| If a range of machines, please give details on all the machines in the range and explain differences: |  |
| Please give details of options and accessories, if any: |  |
| Volume of machinery already on the market: |  |
| If you are not the manufacturer of the equipment, please provide the name and address of the original manufacturer: |  |
| Which harmonised standards have been used in the design process? |  |
| Is there series production of the machinery |  |
| If yes, how do you ensure quality assurance in this process? |  |
| Do you operate a Quality Management System certified to ISO 9001? |  |
| If yes, please state the current certificate number and expiry date. |  |
| Has an application for this machinery been submitted to another Approved Body? |  |
| If yes, please provide details: |  |

**3. Only for UK CA Certification (**based on Dancert assessment)

|  |  |
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| Give the business name and full address of the Notified Body that has issued your EC type-examination certificate for the machinery: | Dancert A/S  Gregersensvej 1  2630 Taastrup  Denmark |
| Notified Body number: | 0396 |
| DTI order number: |  |
| EC type-examination certificate number: (please attache a copy to this application) |  |
| Date of expiry: |  |
| Contact2 for our partner in UK to approach (Name, telephone and email): |  |

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| Give the name and full address of any Authorised Representative1 in the UK with a written mandate to meet some or all of the duties of compliance in the UK: |  |
| 1 DTI will communicate the contact | |
| 2 An Authorised Representative should not be confused with the ‘person authorised to compile the technical file’ stated on the Declaration of Conformity. Using an Authorised Representative is optional – it is a way of delegating some or all of the duties of compliance to another legal person.  If you use an Authorised Representative, please ensure that the Authorised Representative is stated on the machine marking, on the Declaration of Conformity and in the Instructions. | |

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| Please provide any other information that would be helpful in describing your needs: |  |

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| Do you want our partner in UK to become your “person authorised to compile the technical file” established in the UK?1 |  |
| Do you want our partner in UK to provide translation services for your technical file?2 |  |
| 1 A manufacturer who places machinery on the market in the UK must declare a “person authorised to compile the technical file” on the UK Declaration of Conformity. Our partner in UK offers this as an extra service and will send you a separate application form if you express an interest. | |
| 2 Parts of the technical file will need to be submitted in English. Our partner in UK offers technical translation as an extra service and will send you a separate quotation if you express an interest. | |

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| Please note: | This application for certification will only be accepted by Our partner in UK for machinery that is already certified under the Machinery Directive by DTI Notified Body No 0396. No planned or actual modifications to the machinery or changes to its manufacture or manufacturer(s) will be considered. |
| By submitting this application, you consent to your Notified Body supplying information on your technical file and its evaluation of your machinery to our partner in UK. |
| We will require your Notified Body to enter into an agreement with Our partner in UK. We will require the applicant to enter into a UK Certification Agreement with Our partner in UK. |

**4. Signing the Application Form**

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| For UKCA Certification only  By signing the DTI Application Form the applicant declare:  - that the above machinery has not been modified since the issue of the certificate supplied, and the place(s) and methods of manufacture remain the same.  - that the copy of the technical file to be submitted to our partner in UK is identical to the copy that was evaluated for certification by the Notified Body.  - that my EU Notified Body is authorised to submit technical file and evaluation information to Our partner in UK |

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| **We agree to supply any information needed for the evaluation of the machinery to be certified and we confirm that the same product has not been submitted to another Notified Body for test/certification.**  The “*General Terms and Conditions regarding Commissioned Work Accepted by the Danish Technological Institute”* and *“General Terms and Conditions regarding Certification, Inspection or Approval Bodies Associated with the Danish Technological Institute”* are delivered together with this Application Form. | |
| Completed by (name): |  |
| Position in Company: |  |
| Date: |  |
| Signature: |  |
| Please complete the Stage 1 and Stage 2 information requirements in tables below and send all required documents for stage 1 to Danish Technological Institute at [ffy@teknologisk.com](mailto:ffy@teknologisk.com)  When the application is accepted by DTI and order confirmation is in place you will receive a link to the secured OneDrive directory for upload of documentation for stage 2. | |

**Stage 1 information requirements**

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| --- | --- | --- | --- | --- |
| **Ref.** | **Document** | **Language required** | | **Check if supplied with your application** |
|  |  | **CE EU** | **UK CA** |  |
| 1 | This completed application form | DK/GB | GB |  |
| 2 | Copy of the EC type-examination certificate for the machinery | DK/GB/EU language | English/EU language |  |
| 3 | Specification of the machinery or link to website | Any | Any |  |

**Stage 2 information requirements**

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| --- | --- | --- | --- | --- |
| **Ref.** | **Document** | **Language required** | | **Check if supplied with your application** |
|  |  | **CE EU** | **UK CA** |  |
| **Technical file MD Annex VII A.1 (UK CA Annex VII A.1)** | | | | |
| 1.1 | A general description of the machinery | DK/GB | GB |  |
| 1.2 | Overall drawings of the machinery and control circuits | DK/GB/EU language | GB/EU language |  |
| 1.3 | Full detailed drawings required to check conformity with the EHSRs or C-type designated standards | Any | Any |  |
| 1.4 | Calculations, test results, certificates, etc. required to check conformity with the EHSRs or C-type designated standards | DK/GB | GB |  |
| 1.5 | A risk assessment and documentation for compliance with EHSRs where C-standard not or just partly fulfilled.  Where C- standards specify several alternative solutions, the choice of the appropriate solution must be assessed. | DK/GB | GB |  |
| 1.6 | A statement of compliance with the EHSRs of the Directive/Regulations or with the clauses of a relevant C-type standard. Where C- standard cover all ESHR full compliance with the scope of the standard to be stated/documented. | DK/GB | Any |  |
| 1.7 | A list of designated and other standards used | DK/GB | GB |  |
| 1.8 | Any technical reports giving results of tests carried out by the manufacturer or their representative | DK/GB | GB |  |
| 1.9 | A copy of the instructions | DK/GB | GB |  |
| 1.10 | Declarations of Incorporation and assembly instructions for any partly completed machinery used | DK/GB | Any |  |
| 1.11 | Declarations of Conformity for other products used in the machinery. | DK/GB | GB |  |
| 1.12 | A copy of the CE (and UK mark if relevant) Declaration of Conformity | DK/GB | GB |  |
| 1.13 | A picture or drawing of the machine marking showing the CE mark (and UKCA mark if relevant) | Any EU language | Any EU language |  |
| **Series manufacture (if applicable) MD Annex VIII 3. (UK CA Annex VII A.2)** | | | | |
| 2 | Documentation of the internal measures to be taken to ensure that the machinery remains in conformity with the directive / regulations. | DK/GB | GB |  |
| **Evaluation records MD Annex IX 3 (UK CA Annex IX 3)** | | | | |
| 3.1 | Reports and other documents describing the evaluation and testing carried out by the Notified Body. | DK/GB | GB |  |
| 3.2 | Reports and other documents describing any non-conformances found and how they have been resolved. | DK/GB | GB |  |