**Send by fax to: +49 3375 217459-19 or email to: kundendienst@deuzert.de**

DeuZert® Deutsche Zertifizierung in Bildung und Wirtschaft GmbH

Hochschulring 2, 15745 Wildau near Berlin / Germany

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| **Please fill in this page[[1]](#footnote-1) for each location separately.** |
| Registered Office:  |       |
| **Address of the location** |
| Organization: |       |
| Street No: |       |
| Postal code, City |       |
| **Already existing certifications at this location: *Please attach the current certificates as a copy.*** |
| Standard | Certification body | Valid until |
| ISO 9001:2015 |       |       |
|       |       |       |
|       |       |       |
| **Total number of employees (full time equivalent) at this location**        |
| **including:** |
|       | Marginally employed (e.g. 15h per week maximum) or temporary workers (simple tasks)  |
|       | Other personnel in part-time work (maximum of half a full-time job) |
|       | Apprentices |
|       | Drivers |
|       | Field staff (sales, messengers, …) |
| Are there shift workers?  | Yes [ ]  | No [ ]  |
| If so, specify the number of shifts: |       |
| **List of activities and processes at the location *(e.g. top management, sales, development, production, etc.)*:** |
|       |
| **IT infrastructure:** |
| Number of PC / laptops:  |
| Number of server:  |
| Number of active network components:  |
| Number of internal networks:  |
| Number of outsourcer / external service provider:  |
| **Further comments, e.g. temporary location** |
|       |

1. At a fixed location, the organization continuously carries out work or services, including associated or affiliated activities. At a virtual site, the organization carries out work using an online environment or provides services based on physical site processes. A virtual site is considered a single location to determine the audit time. [↑](#footnote-ref-1)