

# TUTORIAL DOWNLOAD CERTIFICATES

How to use Retrace Code/Lot Number to obtain

- Certificates of Analysis (CoA)
- Certificates of Conformity (CoC)



## Welcome to our website [www.DWK.com](http://www.DWK.com)

- ▶ DWK Life Sciences provides a **new, user-friendly database for downloading quality certificates**: At **[www.cert.dwk.com](http://www.cert.dwk.com)**, by entering the Retrace Code or the Lot Number printed on the product or the label, the corresponding certificate can be generated and downloaded as a PDF file.
- ▶ The **Retrace Code** or **Lot Number** and the corresponding **Article Number** allows customers to retrieve a CoA or CoC via the DWK website.
- ▶ Depending on the product, the certificate provides manufacturing date, information on conformity with standards and USP/EP requirements.
- ▶ **This tutorial will show you in a few steps how to download the desired certificate for your product.**



## Step # 1

### Locate Retrace Code / Lot Number on the product or on the label

- Most **DURAN®** branded bottles, reagent bottles, beakers, Erlenmeyer flasks and premium caps and closures have a **lot specific “Retrace code” on the product and/or pack label**. The code types are:

- » 8 digits e.g. **10106042**
- » One letter “P” and 7-digits e.g. **P0011960**
- » 2-digit Retrace Code (for the Premium screw cap) e.g. **“01”**

- WHEATON®** products have lot numbers on the pack labels

- » 9 digits e.g. **220143736**

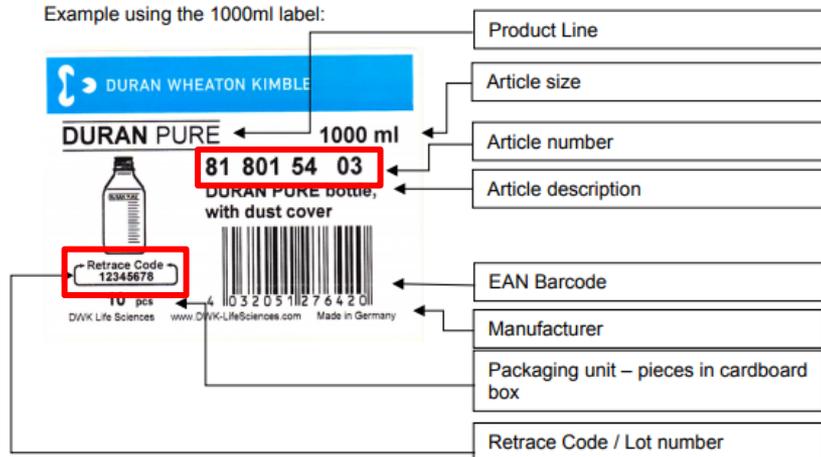




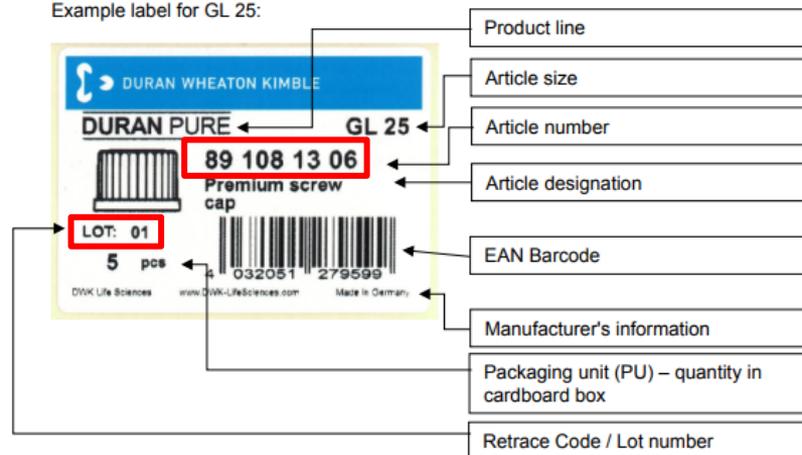
## Step # 2

### Locate the Article number on the label

Example using the 1000ml label:



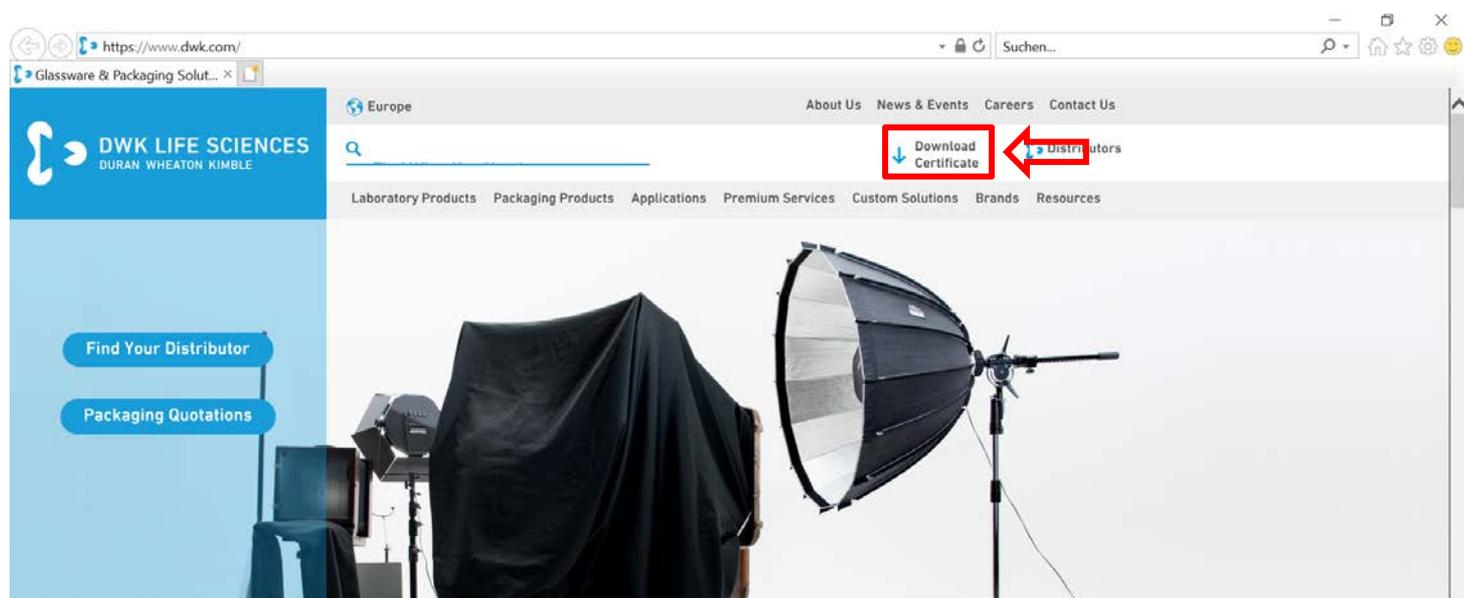
Example label for GL 25:





## Step # 3

Go to DWK Website: [www.DWK.com](http://www.DWK.com) and click on „Download Certificate“

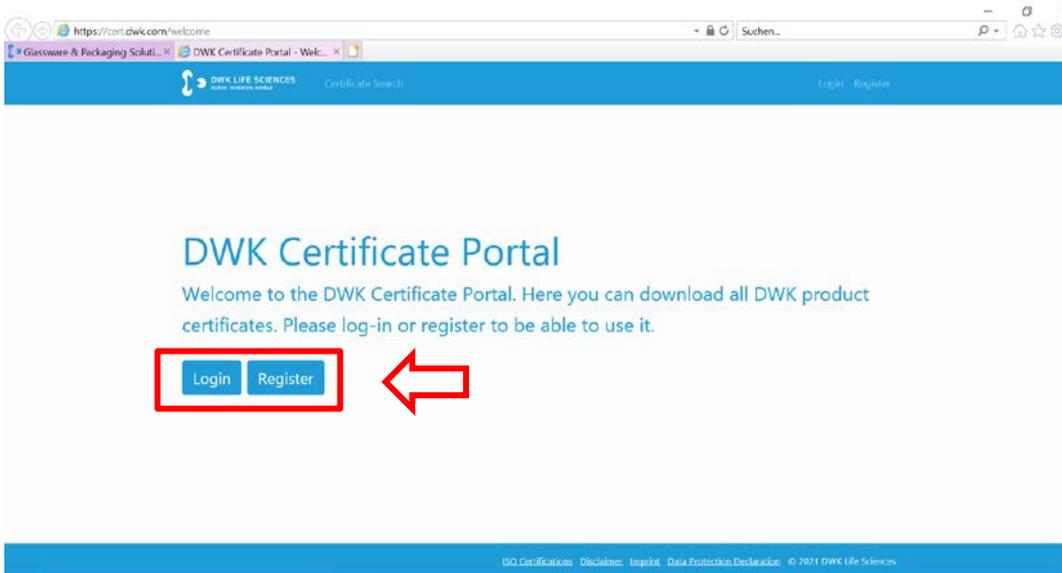




## Step # 4

You can also go directly to the portal by entering the following URL: <https://cert.dwk.com>

**Login or Register** into the DWK Certificate Portal





## Step # 4a

### Login to the DWK Certificate Portal

Browser address bar: <https://cert.dwk.com/login>

Page header: DWK LIFE SCIENCES, Certificate Search, Login, Register

Form title: Login

Fields: Email Address, Password

Checkbox:  Remember Me

Buttons: Login, Forgot Your Password?

Enter your login details:  
Email Address and Password

Tick to save the login and password



## Step # 4b

### Register into the DWK Certificate Portal

Register

Name

Email Address

Password

Confirm Password



Enter your details:  
Name, Email Address and Password

Problems with the registration? Please send a request to [certificates@dwk.com](mailto:certificates@dwk.com)



## Step # 5

### Start searching for your certificate

Search Product Certificates

Use the search to find all available product certificates by entering the article number. You can narrow down your search by providing a lot number or a specific production site.

Article No. / Catalog No. / Part No. Lot No. / Batch No. / Retrace Code Site

Article No. / Catalog No. / Part No. Lot No. / Batch No. / Retrace Code All Sites

Choose always „All Sites“

Search

No results for your search. Make sure you entered at least an article number.

**Enter Article Number, Lot Number or Retrace Code**



## Step # 6

### Product/Certificate not found

 DWK LIFE SCIENCES  
DURAX WHEATON SIMPLI

Certificate Search

Welcome, CM Mainz

### Search Product Certificates

Use the search to find all available product certificates by entering the article number. You can narrow down your search by providing a lot number or a specific production site.

Article No. / Catalog No. / Part No.	Lot No. / Batch No. / Retrace Code	Site
<input type="text" value="12345"/>	<input type="text" value="Lot No. / Batch No. / Retrace Code"/>	<input type="text" value="All Sites"/>

Your certificate is missing?  
Please send us a request if you can't find your certificate.

[Click here for USA, Canada and South America or here for all other countries](#) 

[click here for support, in case your requested certificate is missing](#)

Please send a request to [certificates@dwk.com](mailto:certificates@dwk.com) or [US.CustomerService@dwk.com](mailto:US.CustomerService@dwk.com)



## Step # 6 a

### Certificate found

Search Product Certificates

Use the search to find all available product certificates by entering the article number. You can narrow down your search by providing a lot number or a specific production site.

Article No. / Catalog No. / Part No. Lot No. / Batch No. / Retrace Code Site

218018609 P0120357 DWK Life Sciences GmbH

Search

1 Articles found

218018609 | DURAN® Laboratory bottle, clear, graduated, GL 45, without cap and pouring ring, 10000 ml

Lot No.	Manufacturing Date
P0120357	2021-03-27

Open

**Click on Open to download the document**



## Step # 7

## Download your PDF certificate

The screenshot shows a web browser window with the URL <https://cert.dwk.com/detail/version/202644>. The page header includes the DWK LIFE SCIENCES logo and the text "Certificate Search" and "Welcome, Ursula Körner". The main content area displays the following details:

Article Number	<b>218018609</b>
Description	<b>DURAN® Laboratory bottle, clear, graduated, GL 45, without cap and pouring ring, 10000 ml</b>
Lot Number	<b>P0120357</b>

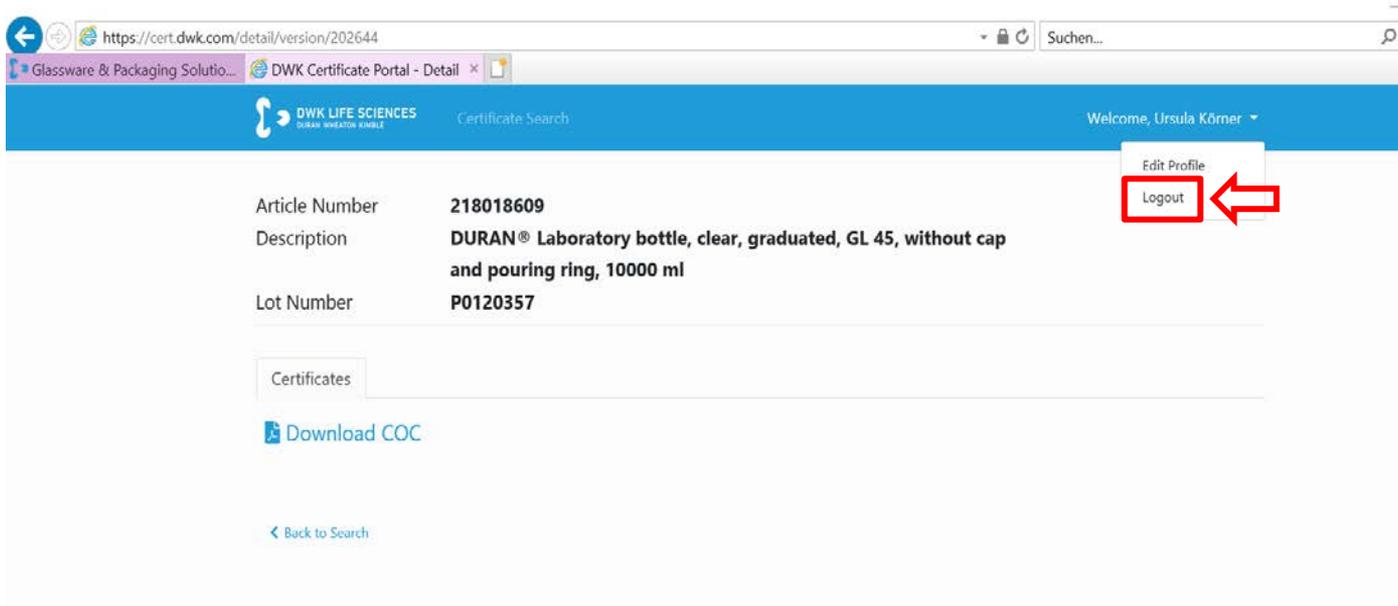
Below the details, there is a section titled "Certificates" with a button labeled "Download COC". A red box highlights this button, and a red arrow points to it from the right.

At the bottom left, there is a link: [← Back to Search](#)



## Step # 9

## Logout from the Certificate Portal



The screenshot shows a web browser window with the URL <https://cert.dwk.com/detail/version/202644>. The page header includes the DWK LIFE SCIENCES logo and the text "Certificate Search" and "Welcome, Ursula Körner". A user menu is open, showing "Edit Profile" and "Logout" options. A red arrow points to the "Logout" button. The main content area displays certificate details for Article Number 218018609, Description DURAN® Laboratory bottle, clear, graduated, GL 45, without cap and pouring ring, 10000 ml, and Lot Number P0120357. Below the details is a "Certificates" tab and a "Download COC" button. A "Back to Search" link is at the bottom left.

Article Number	218018609
Description	DURAN® Laboratory bottle, clear, graduated, GL 45, without cap and pouring ring, 10000 ml
Lot Number	P0120357

Certificates

[Download COC](#)

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DURAN WHEATON KIMBLE



Excellence in your hands