Certificate

The certification body of TÜV NORD CERT GmbH hereby awards this certificate to the company

Die Autobahn GmbH des Bundes
Heidestraße 15
10557 Berlin, Germany

to confirm that its document management solution

**EIM der Autobahn GmbH des Bundes**

fulfils all applicable requirements of the criteria for document management solutions

AC-DMS, 5th edition 2019

of VOI – Verband Organisations- und Informationssysteme e. V. The requirements are summarized in the appendix to the certificate.

The appendix is part of the certificate and consists of 4 pages.

The evaluation documentation for this certificate is registered under procedure number 9965.

《VOI》
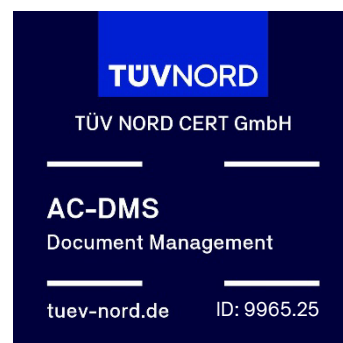
AC-DMS is a criteria catalogue of VOI www.voi.de

Certificate ID: 9965.25   valid from 2025-12-16 until 2028-12-15   To Certificate

Essen, 2025-12-16

Certification body of TÜV NORD CERT GmbH

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Certification scheme

The certification body of TÜV NORD CERT GmbH performs its certifications based on the following certification scheme:

■ German document: „Zertifizierungsprogramm (nicht akkreditierter Bereich) der Zertifizierungsstelle der TÜV Informationstechnik GmbH", Version 1.1 vom 01.03.2020, TÜV Informationstechnik GmbH

Evaluation requirements

■ "VOI AC-DMS – IT Compliance and Information Security, Audit criteria for electronic document management processes and associated IT solutions", 5th revised edition 2019, VOI – Verband Organisations- und Informationssysteme e. V.

The evaluation requirements are summarized below. Not applicable requirements are printed in grey.

AC-DMS Requirements

1   General description of area of use

1.1   Description of the organisation

1.2   Locations

1.3   Organisation structure

2   Task-related and inherently logical system solution

2.1   Framework, tasks and guidelines

2.2   Description of the organisation

2.3   Document inventories

2.4   Digitisation and taking over of paper documents

2.5   Destruction of paper and other original documents

2.6   Takeover of documents received in electronic form

2.7   Handling of documents with electronic signatures

2.8   Handling of emails

2.9   Takeover procedure for mass digital data

2.10   Indexing

2.11   Archiving

2.12   Search and access

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7.4   Qualification measures

7.5   Documentation of the qualifications and measures

8   Tests

8.1   Test concept

8.2   Test plans and test rules and regulations

8.3   Test protocols

9   Outsourcing

9.1   Services and responsibility

9.2   Process documentation

9.3   Interfaces

9.4   Control

10   Internal Control System (ICS)

10.1   Description of the ICS method

10.2   Traceability of controls

10.3   Documentation of the organisational control measures

10.4   Documentation of the technical control measures

10.5   Process documentation

10.6   Control and evaluation of the ICS

10.7   Assignment of responsibilities