



Veritas System Quality Certificates Issuing L.L.C

Guidelines for the Use of Certification Mark and Accreditation Symbol

1 Certification Conditions

1.1 Introduction

The purpose of this document guideline by **Veritas System Quality Certificates Issuing L.L.C (VSQC)** is to provide our certified clients with rules of usage of VSQC logo approval, certification mark combined with Accreditation symbol/logos (E.g. EIAC and / or UAF).

Accreditation Body require that Veritas System Quality Certificates Issuing L.L.C ensure that its certified clients use the certification mark and Accreditation symbol in accordance with the guidelines on use of Accreditation symbol.

The following rules in addition to the terms and conditions given Veritas System Quality Certificates Issuing L.L.C Certification ensure that the VSQC certification mark and the Accreditation Symbol are not to be in such a manner that may be misleading to the public.

All promotion of the management system to which the client is certified must be clear and shall not imply that the product or services of the client are certified by Veritas System Quality Certificates Issuing L.L.C. **Any usage of the Veritas System Quality Certificates Issuing L.L.C Certification mark and Accreditation Symbol shall be in accordance with Veritas System Quality Certificates Issuing L.L.C Certification Terms and Conditions and the rules given below.**

1.2 Use of Certificate of Approval

- (a) The certificate shall remain the property of Veritas System Quality Certificates Issuing L.L.C.
- (b) Certificates are valid for three years from the date of the issuance of the certificate(s), subject to satisfactory annual surveillance assessments.
- (c) Certificates are not transferable.
- (d) The certificate shall only be displayed at the location applicable to the certificated scope of supply.
- (e) The certificate shall not be used to imply certification of any location other than that detailed on the certificate.
- (f) The certificate shall not be used in any way to imply product approval.
- (g) The certificated Client must advise Veritas System Quality Certificates Issuing L.L.C of any changes which may affect the scope of supply, address and name changes.
- (h) If the Client changes operating site, then Veritas System Quality Certificates Issuing L.L.C shall conduct a surveillance visit to check the Management System in accordance with management systems standards for which the client organization is certified.

1.3 Use of Certification Mark

- (a) The marks below shall always be used on certificates issued in conjunction with the Client's name
- (b) The mark may be reproduced in any size provided the configuration is strictly adhered to, including the surrounding frame.



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The mark may be used on stationery, such as letterhead, advertisement paper(s) and advertising brochures.

- (d) The mark shall not be used on flags, building, packaging, directly on products.
- (e) The mark shall not be used in any way to imply product approval, nor on documentation such as test certificates and certificates of conformity.
- (f) The certificated Client shall, upon reasonable notice, discontinue any use of the mark which is unacceptable to Veritas System Quality Certificates Issuing L.L.C.
- (g) Upon termination of the certification, for whatever reason, the Client shall discontinue all use of the mark immediately.

1.4 Failure to Comply with the Certification Conditions

Suspension and withdrawal of certificate approval

- If the certificate holder fails to maintain compliance against the requirements of certified management system, those requirements detailed in Veritas System Quality Certificates Issuing L.L.C Certification Terms and Conditions and commercial and operating requirements of Veritas System Quality Certificates Issuing L.L.C then;
- The certificate holder is formally informed in writing/phone/email about the failure of compliance with the above conditions and asked to detail corrective action.
- If the client refuses to respond to correct the failure of non-compliance with the above conditions, then the Technical Manager concerned shall contact the client and inform the client that the certificate may be suspended initially for 6 months and after 6 months the client is informed that the certificate is cancelled and would that the client return the certificates and cease to use and distribute any literature, stationary, etc., referencing the certificate of Veritas System Quality Certificates Issuing L.L.C mark & Accreditation Symbol.
- If the period of surveillance exceeds the contracted period (6 months, 9 months, 12 months) or the recertification period exceeded the three-year period the rules of suspension also apply.

Display of Veritas System Quality Certificates Issuing L.L.C Logos

OPTION 1:

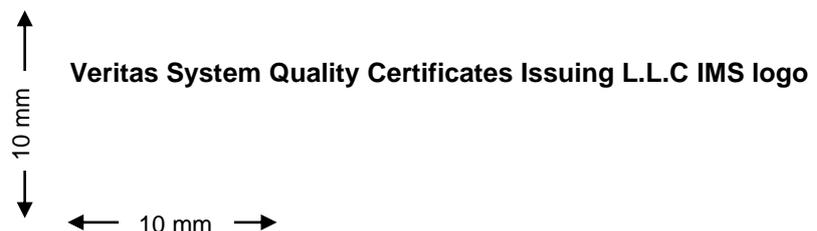


Fig 1

Note:

1. The symbol shall be displayed only in the appropriate form and color as demonstrated in Fig 1 above.
2. The minimum height of the symbol shall be 10 mm height and the width shall be 10 mm; however, it is that a client uses the 15 mm or 20 mm for good visual display.



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3. Above is the size normally used for visiting cards, however the client can reproduce the size provided that the symbol is not distorted, degraded to maintain integrity of the symbol.

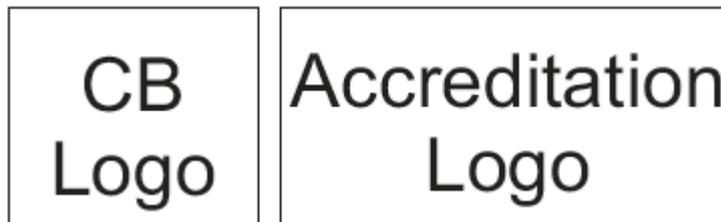
OPTION 2: Combined Logo: Veritas System Quality Certificates Issuing L.L.C IMS & AB Logo

Fig 2

E.g-1., Emirates International Accreditation Centre (EIAC with VSQC logos)



E.g-2., United Accreditation Foundation (UAF with VSQC logos)



Note:

1. The symbol shall be displayed only in the appropriate form and colour as demonstrated in sample figure sent in email to client by Veritas System Quality Certificates Issuing L.L.C office(s). AB symbol shall normally have a minimum height of 10 mm and minimum width of 15 mm.
2. AB symbol may be displayed on advertising materials / publicity along with the reference number(s) of CAB.
3. The combined logo / symbols shall not be used in such a way to state, imply or suggest that AB accepts responsibility for the accuracy of test, calibration, inspection results or certification decisions covered by the scope of accreditation.
4. The combined logo / symbols symbol shall not be used in any way to imply product approval, nor on documentation such as inspection / test certificates and certificates of conformity.

USE of IAF MLA Mark

The Conditions for the Use of EIAC & or UAF Accreditation (ABs) Symbol with IAF MLA Mark

1. ***The certified clients of certification bodies are not allowed to use Accredited CAB Combined IAF MLA Mark.***
2. The certification bodies shall monitor the use of symbols/logos/marks through their annual surveillances and recertification audits.