		<b>Rules for Use of the Certification Mark and Certification Claims</b>	
<b>Approved</b>		<b>ABS Quality Evaluations</b>	
Document #:	QES-PRO-00008	Revision:	2
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**1.0 References**

**2.0 Scope**

- 2.1 This procedure defines the rules and requirements clients must follow when utilizing the certification mark and certification statements.

**3.0 Responsibilities**

- 3.1 Auditors are responsible for ensuring clients are properly applying the certification statements and marks.
- 3.2 ABS QE Management is responsible for addressing identified misuses of the certification mark and claims with the respective client(s).

**4.0 Procedure**

**4.1 Authorization**

Upon acceptance of the following conditions, the Certified Company is entitled to use the ABS QE Certification and the Marks of the Accreditors indicated on the company's certificate. (The ABS QE Certification Mark and the Marks, Symbols and Logos of the Accreditors [Exhibit I] hereinafter referred to as Marks). The Rules for Use of the Marks and the Certificate of Compliance are forwarded to the Certified Company. Permitted electronic reproductions of the Marks are forwarded to the certified company upon request, subject to verification of current certification status by ABS QE.



**Exhibit I**



**Rules for Use of the Certification Mark and Certification Claims**

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**4.2 Conditions**

**4.2.1** The Marks (symbols/logos) may only be used on correspondence, advertising, and promotional material and must not be used except in connection with those goods or services described in the scope statement of the Certificate of Compliance. The symbols may be used only on those materials (i.e. letterhead, marketing literature, advertising, invoice stock forms, etc.) relating to the particular facility and processes/product lines included within the scope of certification. Correct use of the certificate, certification mark or accreditation mark and certification statement(s) is a contractual obligation and will be monitored at surveillance and certificate renewal assessments. Any misuse of the certificate, certification statements, certification mark or accreditation by the client shall be reported as a non-conformity and consequently may result in suspension or withdrawal of the certification by ABS-QE.

The following table provides guidance on the use of the Marks for various types of packaging and literature.

Reference:	On Product (Note 1)	On product packaging or accompany information (Note 2)	In pamphlets, etc. for advertisement
<b>Use of Marks without a Statement (Note 3)</b>	Not Permitted	Not Permitted	Permitted (Note 5)
<b>Use of Marks with a Statement (Notes 3 and 4)</b>	Not Permitted	Permitted (Note 5)	Permitted (Note 5)
<b>Use of Certification Statements</b>	Not Permitted	Permitted (Note 6)	Permitted (Note 7)


**Note 1:** Represents tangible product or a product in an individual package, container, etc. In the case of engineering, testing and analysis activities, this could be a drawing, bill of materials, specification list, test or analysis report or certificate.

**Note 2:** Product packaging is considered as that which can be removed without the product disintegrating or being damaged. Accompanying information is considered as separately available or easily detachable. Type labels or identification plates are considered as part of the product.

**Note 3:** This applies to Marks that have a specific form, including some basic description of its applicability. A statement in words alone does not constitute a mark in this sense, if such wording is both true and not misleading.

**Note 4:** This could be a clear statement that "(This Product) was manufactured in a plant whose quality management system is certified or registered as conforming to the requirements defined in the ISO 9001 Standard."

**Note 5:** When using symbols or logos, adequate attention should be provided to avoid violation of use of the Marks in an unauthorized, misleading or otherwise disreputable manner.

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**Note 6:** The statement shall in no way imply that the product, process or service is certified by this means. The statement shall include reference to:

- identification (e.g. brand or name) of the certified client;
- the type of management system (e.g. quality, environment) and the applicable standard;
- the certification body issuing the certificate.

**Note 7:** When a claim of certification is made in any media (hard copy or electronic) in which multiple locations are identified, the certification claim must clearly distinguish the locations included in the scope of certification(s) from sites not included in the scope of certification(s). The same rule is applied if the scope of certification is restricted to specific products, services or activities within a specific location. The use of a certification claim in media shall not be used in a manner which could cause the certification scope to be misinterpreted.

**4.2.2** The use of certification marks on laboratory test reports, calibration records, inspection reports or certificates is explicitly forbidden.

**4.2.3** ABS QE grants permission for the use and reproduction of its certificate and the referenced Marks/Logos/Graphics for application as described below. The certified company is restricted from using the ABS QE certificate or components from the ABS QE certificate to generate its own version/representation of a certificate of conformance. Such action would constitute a misuse of the Marks.

**4.2.4** The Marks may be used by the certified company and must always be used in conjunction with the applicable Standard.

**4.2.5** All Accreditor Marks should be used primarily in the colors shown on the certificate of conformance. Certified organizations shall request specific approval from ABS QE for use of different colors.


**4.2.6** All Marks shall be used in a size that makes all of their features clearly distinguishable.

**4.2.7** The Accreditor Marks must be used in conjunction with the ABS QE Certification Mark. The size of the Accreditor Marks must not differ from the size of the ABS QE Certification mark.

**4.2.8** This policy sets forth the conditions governing the use of the ANSI National Accreditation Board (ANAB) name and accreditation symbols, and claims of accreditation by ANAB-accredited conformity assessment bodies (CABs) can be accessed through the link:

<https://anab.qualtraxcloud.com/ShowDocument.aspx?ID=12436>

**4.2.9** The "EMA" Mark/Symbol/Logo cannot be used by organizations certified with EMA accreditation. Permission for the use of this mark is restricted by EMA to the approved Certification Body (ABS QE).

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**4.2.10** Organizations that have the CGCRE logo in their certificates, besides the need to address the requirements set forth in this rule, they must also meet the criteria established by "Inmetro / MDic No. 179 ; NIE- CGCRE -009 - Use of the logo, the symbol and references to accreditation ". This standard can be accessed through the link:

[http://www.inmetro.gov.br/credenciamento/sobre\\_org\\_cert.asp#uso](http://www.inmetro.gov.br/credenciamento/sobre_org_cert.asp#uso)

**4.2.11** Permission for the use of the IATF logo is restricted solely to its inclusion on the ABS Quality Evaluations IATF certificates of conformance. The "IATF" Mark/Symbol/Logo cannot be used by IATF certified organizations.

**4.2.12** The Marks may not, under any circumstances, be used directly on or closely associated with products in such a way as to imply that ABS QE certifies the products themselves. ABS QE does not perform product certifications.

**4.2.13** The certified company undertakes to discontinue any use of the symbols that are unacceptable to ABS QE and any form of statement that - in the opinion of ABS QE - might be misleading.

**4.2.14** Upon termination of certification for whatever reason, the certified company undertakes to immediately discontinue all use of the symbols and to destroy all stocks of material on which they appear.

## 5.0 Training and Knowledge

Training requirements are defined within this procedure.

## 6.0 Quality Records

Quality records are defined in the procedure.

## 7.0 Confidentiality

Confidentiality requirements are defined in the QE Management System Policy, QE-MAN-00001.

## 8.0 Files

N/A

## Current Revision

## Previous Revisions

## Approval Log