



Date 04/06/2018	Collection of Procedures, Regulations and Instructions	Reg:003	Rev. 0	Page.1/6
REGULATION FOR THE USE OF LOGO AND CERTIFICATE				

REGULATION FOR THE USE OF LOGO AND CERTIFICATE



Copy n. conforming to the original distributed		according to the distribution list MOD:002/1 []	
		In Uncontrolled Way [] To:	
		Management System Manager: Ing. Francesca Santoro	Top Management: Ing. Marcello Villecco
0	First Issue		
Rev.	Revision Description	Issue	Verification and Approval



Date
04/06/2018

Collection of Procedures, Regulations
and Instructions

Reg:003

Rev. 0

Page.2/6

REGULATION FOR THE USE OF LOGO AND CERTIFICATE

INDEX

1.General
2.Conditions for the use of logo and marks
3. SDMCERT Logo
4.Use of the Logo
5.Additional requirements related to the SNAS Logo
6. Use Of The Certificate, Reference To Certification And Its Status
7. Termination Of Use Of The Certificate, Logo And Measures Relating To Abuses Committed



REGULATION FOR THE USE OF LOGO AND CERTIFICATE

1. GENERAL

The use of the SDMCERT Certificate is granted to the Organizations only after having successfully completed the certification process, or only after the issuance of the relevant SDMCERT Certificate.

This Regulation provides prescriptions to the Organization to which the certification was issued on how to publicize it with the aim of ensuring a correct dissemination of the image of the certified Organization, of the Certification Body and of the Accreditation Body.

The certified organization, with the signing of the certification contract, undertakes to comply with the requirements of these applicable regulations.

2. CONDITIONS FOR THE USE OF LOGO AND MARKS

The use of the SDMCERT Certification Mark, together with the issue of the Certificate, is optional for the Organizations that have the right to use the same according to the requirements expressed in these Regulations and in the Regulations for the use of the SNAS logo "MSA 02" available on the website www.snas.sk.

The Certificate should not be used misleadingly.

The mark must be used in order to avoid that the certification of the Management System can be attributed to requirements different from those for which it was issued.

3. SDMCERT LOGO

The Organization certified by the CB can use the SDMCERT certification logo only in the version shown in Figure A.


Figure (A)



4. USE OF THE LOGO

The SDMCERT Logo can be used only for the purpose of informing about the Certification ISO 9001: 2015 / ISO 14001:2015 / ISO 45001:2018 obtained on the following documents:

- Offers / proposals and contracts
- Promotional documents
- Letters, envelopes, business cards
- Invoices, brochures
- Advertising
- Website

	Date 04/06/2018	Collection of Procedures, Regulations and Instructions	Reg:003	Rev. 0	Page.4/6
	REGULATION FOR THE USE OF LOGO AND CERTIFICATE				

The logo can only be reproduced in full; it is also possible to enlarge or reduce it but in a uniform way, provided it is legible and the structure and / or contents are not altered.

The reproduction of the logo on objects that are configured as products subject to specific certification (machines, equipment, PPE, etc.) and on any technical documentation relating to the products made is not permitted.

The application of the logo on the products or their packaging is not permitted. Any declaration made on the packaging of a product or in the information accompanying the product relating to the fact that the customer has a certified Management System, must not be used in such a way that the certification of the Management System is confused with a "Product certification". Any declaration affixed to the packaging or accompanying the product, concerning the possession of the Management System certification by the certified customer, must therefore contain the following references:

- Identification (eg brand or name) of the certified customer;
- The type of management system (for example, quality, environment) and the applicable standard;
- Identification of SDMCERT (the CB that issued the certificate);

For example, the following sentence can be reproduced: "*The XXXX Organization has a Quality Management System certified by SDMCERT according to the ISO 9001: 2015*".

5. ADDITIONAL REQUIREMENTS RELATED TO THE SNAS LOGO

SNAS is the body in charge for the issue of voluntary accreditation to certification bodies. The certificate issued by SDMCERT will also include the SNAS logo as the accreditation body.

The use of the SNAS accreditation logo is permitted and recommended to licensees of the SDMCERT brand according to the following conditions:

- The use of the SNAS logo is permitted only in conjunction with the SDMCERT logo as shown in the figure below and in accordance with the rules indicated below:
 - *The SNAS logo consists of a letter abbreviation of the name "Slovak National Accreditation Service" above the three-colour white-blue-red stripe, placed to the right of the national emblem of the Slovak Republic.*



- The SNAS logo does not include the abbreviations of the accreditation schemes and registration numbers, nor the references to the MLA Agreements

REGULATION FOR THE USE OF LOGO AND CERTIFICATE

- As an alternative to the graphic solution, it is possible to affix the writing (bilingual or monolingual) to the immediate vicinity of the SDMCERT Logo (bottom, top or side):



Body accredited by SNAS

- The SNAS logo must not be used in such a way as to suggest that the SNAS has certified or approved the company management system, or the product or personnel of an accredited certification holder, or otherwise misleading.
- The use of the SNAS logo is allowed, together with the CB logo, on business cards, on letterhead and other documentation, according to the above configuration, possibly reduced in order to respect the proportions (or equivalent solution).

In all cases the documents on which the logos will be reproduced must first be submitted to the examination and approval of SDMCERT

The SDMCERT logo is sent directly from SDMCERT to organizations that have the right to use it.

In case the accreditation is withdrawn, SDMCERT will immediately suspend the use of the SNAS logo, to destroy the documentation that reproduces it and to communicate it to the certified Organizations.

The certified organizations must in turn provide for the suspension of the use of the SNAS logo and destroy all the documentation in which it was reproduced.

6. USE OF THE CERTIFICATE, REFERENCE TO CERTIFICATION AND ITS STATUS


The organization that has obtained the certificate of its Management System, can:

- inform customers or potential buyers of obtaining and extending the certification obtained;
- Make the certification document public in accordance with the methods provided for by the regulation;
- Use the certificate according to the authorization received.

The Organization may make mention freely and / or reproduce it in full in the original or reduced in size, always that what reported on it is perfectly readable.

An organization, whose Quality Management System has been certified by the CB, can not declare or implicitly make believe that one of its products or processes has been evaluated, certified or approved by the CB, unless it has been obtained product certification in the framework of a product certification system.

The certificate issued by the CB is valid for three years, unless otherwise specified (due, for example, to revisions of the standard taken as reference); however, its maintenance is subject to

	Date 04/06/2018	Collection of Procedures, Regulations and Instructions	Reg:003	Rev. 0	Page.6/6
	REGULATION FOR THE USE OF LOGO AND CERTIFICATE				

the satisfactory outcome of the planned surveillance audits carried out during the three-year period following the issue of the certificate.

The organization may use the certificate in compliance with the provisions of this Regulation.

The organization must ensure that:

- Comply with the requirements of the CB in referring to the status of its certification by means of communication such as internet, advertising material or other documents;
- Do not make or allow statements that may mislead the certification;
- Do not use or permit the use of a certification document or any part of it, so as to be misleading;
- Stops the use of all advertising materials that refer to certification, in the case of suspension or withdrawal of certification;
- Correct all advertising materials if the scope of the certification has been reduced;
- It does not allow the references to the certification of its management system to be used in such a way as to make it clear that the CB certifies a product / service or a process;
- Do not allow the certification to apply to activities that are outside the scope of certification;
- Do not use the certification in such a way as to damage the reputation of the CB and / or certification system and compromise public trust.

7. TERMINATION OF USE OF THE CERTIFICATE, LOGO AND MEASURES RELATING TO ABUSES COMMITTED

SDMCERT takes appropriate measures to treat any incorrect reference to the certification system or any abusive use of the certificate and logo found in advertisements, catalogs, etc.

The use of the certificate and the logo by the certified Organization must immediately cease in the following cases:

- Revocation of certification;
- Contract expiration;
- Lack of acceptance by the CB of the modifications made by the Organization to its Management System, since they are considered such as to prevent the maintenance of the certification;
- Failure by the Organization to implement the adjustment actions required by the CB following the modification made by the same to the rules of the Certification System;
- Feedback from "situations" likely to negatively affect the Management System of the certified Organization, formally notified to it.
- Revocation or withdrawal of accreditation by the CB; in this case, in relation to a specific scheme or sector, the CB will inform its customers by fax / e-mail regarding the revocation of the accreditation and will request the Organizations certified for the scheme in question to immediately cease and / or definitively the use of the SNAS logo in all the forms permitted by this Regulation