



Procedure: RS-1004

Revision No.: 01
Superseding: N/A

Date Issued: 06/20/07
Date Revised: N/A

Title: Use of Mark(s) by Client

1.0 General

The Client is entitled to display the appropriate IAPMO R&T Registration Service Department logo(s) and ANAB EMS or QMS accreditation mark only in conjunction with the EMS- or QMS-accredited IAPMO R&T's mark on the client's stationery and literature, and in its advertising, subject to the conditions in this procedure. Camera-ready logo artwork of the mark can be obtained from IAPMO R&T RS staff. Note: The words "Registration Mark and logos" and "symbol or logo" are both applicable to marks, logos and symbols.

2.0 Conditions to use mark(s)

The Client must agree to and follow these requirements to use the marks:

- 2.1 The Mark of conformity is proprietary.
- 2.2 The Mark of conformity shall not be transferred from one entity to another.
- 2.3 IAPMO R&T's logos shall be reproduced in their entirety and shall not be changed in any way without the written consent of IAPMO R&T Registration Service Department. The logo may be reproduced in any color and the size shall not be less than five millimeters (5 mm), provided that all details are clearly legible. IAPMO R&T Registration Services Department evaluation staff shall verify compliance.
- 2.4 Should the client decides to use ANAB accreditation mark, the ANAB accreditation mark shall be reproduced:
- 2.4.1 In black or in blue.
 - 2.4.2 In a size that makes all features of the mark clearly distinguishable.
 - 2.4.3 Without distortion of its dimensions.
 - 2.4.4 Its size must not exceed the size of IAPMO R&T's mark.
 - 2.4.5 May not place the ANAB accreditation mark in isolation from IAPMO R&T's mark.
- 2.4 Neither the logo(s) nor certificate(s) shall be used in such a manner as to misrepresent the registration awarded or to imply approval of any product or service.
- 2.5 Logos shall not be used on products or in such a way as to suggest IAPMO R&T and/or ANAB have certified or approved any product, process, or service of a registered client, or in any other misleading manner.
- 2.5.1 If larger boxes, etc., used for transportation include the mark(s), a statement must be included. This could be a clear statement that "(This product) was



Procedure: RS-1004

Revision No.: 01
Superseding: N/A

Date Issued: 06/20/07
Date Revised: N/A

manufactured in a plant whose quality/environmental management system is certified/registered as being in conformity with ISO 9001, QS-9000, ISO 14001 (specific standards).”

- 2.6 IAPMO R&T RS may also register laboratories, however, IAPMO R&T RS will make it clear that its mark may not be used on the laboratory test and calibration reports, as such reports are deemed to be products in this context.
- 2.7 If the Client wishes to publish parts of a test report that relates to products, processes, or services of the registered firm, a written agreement must be obtained from IAPMO R&T Registration Service Department.
- 2.8 Should the Client discover any misuse of the mark(s) of conformity, certificates, or logos, it is to be immediately reported to IAPMO R&T Registration Services Department, with corrective action taken.
 - 2.8.1 If corrective action is not satisfactory, the IAPMO R&T Registration Services Department will suspend, cancel, or withdraw certification, as appropriate.
- 2.9 Should the IAPMO R&T Registration Services Department discover the misuse, it will immediately notify the Client by registered mail using a Non-conformance Report. Corrective action must be taken, which may include public disclaimers.
 - 2.9.1 If corrective action is not satisfactory, the IAPMO R&T Registration Services Department will suspend, cancel, or withdraw certification, as appropriate.
- 2.10 Upon withdrawal of certification, the Client shall discontinue its use of all advertising matter that contains any reference thereto, including on letterhead, in any medium, and return any certification documents as required by IAPMO R&T Registration Services Department.

3.0 Revision History

Revision No.	Revision Date	Revision Description
1	06/20/07	Initial Release

Prepared By

Approved By