

# Criteria for Use of RvA Accreditation Mark

## 1. Application

These are criteria for controlling the use of the Accreditation Mark of the "Raad voor Accreditatie" (hereinafter referred to as "RvA") for an organization whose management system is registered in the Society in accordance with the "Rules for Certification of Management Systems" and who wish to use the Accreditation Mark (hereinafter referred to as the "organization").

### 2. Display of Accreditation Mark

- -1. The RvA Accreditation Mark shall always be used in combination with the Society's Registration Mark as shown in the example provided by the Society.
- -2. The accreditation mark and the registration mark (hereinafter called "the accreditation and registration mark") shall be designed as shown in the example provided by the Society, and any other display, shape of letters & layout and color than those of the reproduction proof provided by the Society are not allowed to be used.

Remarks: The reproduction proof referred to means the electronic image data with the storage format and resolution (pixel) specified and provided by the Society unless otherwise indicated.

- -3. The reproduction proof to be used at reducing or magnifying size shall be in accordance with the remarks given in the example.
- -4. When the accreditation and registration mark is used together with marks of the organization, the accreditation and registration mark shall be clearly distinguishable from the marks of the organization.

The correlation between the arrangement and the size of the accreditation and registration mark and the marks of the organization shall be considered.

## 3. Duration for Use

The organization may continue using the accreditation and registration mark as long as the Society is accredited by RvA and the management system of the organization is registered to the Society.

#### 4. Scope and conditions for Use

-1. The organizations can use the accreditation and registration mark on their printed matters such as explanatory notes of their management systems, publicity documents, envelope, letter heads and business cards, etc., and on their website etc.

In case where the accreditation and registration mark is used on business cards, its use shall be limited to the personnel belonged to sites and/or departments in the scope of the management system registered.

Where the accreditation and registration mark are used on the printed matters and the website, etc., the organization shall not imply that the certification applies to activities and sites that are outside of the scope of certification.

-2 The organization shall not use the accreditation and registration mark on a product nor product packaging nor in any other way that may be interpreted as denoting product/process conformity.

- -3 The organization shall not use he accreditation and registration mark on laboratory test, calibration or inspection reports or certificates.
- -4 The accreditation and registration mark shall not be used in such a manner that may create the misunderstanding as if the organization is accredited directly by RvA. (The Society is accredited by RvA and it shall avoid giving misunderstanding that the organization is accredited by RvA.)
- -5 In connection with -1 to -4 above, the organization shall control over the unacceptable use of the accreditation and registration mark by sites other than those registered, and by other organizations/personnel concerned.

## 5. Control of Reproduction Proof

- -1 The organization shall control over the protection of duplication of the reproduction proof provided by the Society and the prevention from uncontrolled-release thereof to the outside. Further, the reproduction proof shall not be released to other parties for other purposes than those stated in the clause 4-1.
- -2 The organization shall make a request to the suppliers to control over the duplication of the reproduction proof and the prevention from uncontrolled-release thereof to the outside when providing them with the duplication of the reproduction proof for printing of the documents or for website.
- -3 The organization shall prepare a list of suppliers and present it to the Society when so requested.

### 6. Suspension and Withdrawal of Permission to Use

-1 Upon receiving notification from the Society not to use of the accreditation and certification mark due to suspension of certification etc., the organization shall stop using them on all the materials immediately.

Further, when requested by the Society to return and disposal the materials marked with the accreditation and registration Mark, and submit the statement of disposal to the Society when so requested.

- -2 When the scope of certification has been reduced, the organization shall review and amend use of the Accreditation Symbol / Registration Mark on all the materials for advertising as appropriately.
- -3 The organization shall delete the reproduction proof supplied by the Society completely if the registration is terminated. Where the organization has supplied the other parties with the duplication of the reproduction proof, the organization shall make the same request to them.

## 7. Status of Use of Mark

When any incorrect use of the accreditation and registration mark is found during periodic audits by the Society, the organization shall take corrections and corrective actions.

Where the adequate corrective actions cannot be confirmed, the Society shall take actions. Such actions could include interdiction of use of the mark, withdrawal of certification, publication of the transgression and, if necessary, legal action.



If the accreditation mark and the registration mark are displayed at reducing or magnifying size, the proportion among figure shall be maintained as shown above and not be altered. The marks shall be clear enough to read the figure, and the figure shall be distinguishable at a reduced size. The outline box is not indispensable.

#### Notes:

- 1. The reproduction proof will be supplied to the organization by the Society. The organization shall duplicate when using the reproduction proof. The reproduction proof must not be subjected to resolution or recombination, etc.
- 2. In case where the accreditation and registration mark is marked on printed matters, or is used on web-site, the duplication of the reproduction proof shall be used for printing, or for website. To arrange the accreditation and registration mark taken from the printed matters electrically and for subsequent use on web-site or on any other electronic media is not permitted.
- 3. The storage format and resolution (pixel) specified by the Society for the electronic image data of the reproduction proof shall be maintained. Any alteration of the storage format and degrading of the resolution (pixel) are not permitted.