

Use of the ISOQAR Logo and UKAS Symbol



This document details ISOQAR's policy for customer use of the ISOQAR Certification Logo and UKAS Accreditation Symbol for Certificates issued to clients from 1st January 2011 onwards and Certificates which are dated prior to 31 December 2010 (page 3 refers).

If you have any questions relating to the use of the ISOQAR Logo and/or the UKAS Symbol please contact a member of the ISOQAR Technical Department.

Correct use of the Certification and Accreditation Symbols and Logos

The ISOQAR Logo and UKAS Symbol can be downloaded free of charge from www.alcumusgroup.com/isoqar/customer-login.

You must:

- Use the UKAS Accreditation Symbol (also commonly referred to as a mark) and/or the ISOQAR logo that appears on your certificate, or a subsequent logo approved by us. Please also read the restrictions section of this document.
- Add the certificate number that appears on your certificate (e.g.. 1122 – as illustrated below) except when using the ISOQAR Logo on a vehicle.
- Include the words 'Certificate Number' or 'Cert No' before the digits and place centrally underneath the logo.
- Place the standard(s) for which you have a certificate centrally underneath the Certificate Number.
- If you are Certified to Multiple Standards, they may be listed one under the other.



Certificate Number 1122
ISO 9001
ISO 14001
OHSAS 18001



Cert No. 1122
ISO 9001
ISO 14001
OHSAS 18001

- Or the Standards can be combined within a line, separated by a comma



Certificate Number 1122
ISO 9001, ISO 14001,
OHSAS 18001, ISO 27001



Cert No. 1122
ISO 9001, ISO 14001
OHSAS 18001, ISO 27001

- Or the Standards may be placed beside the symbol:



Certificate Number 1122

ISO 9001
ISO 14001
OHSAS 18001



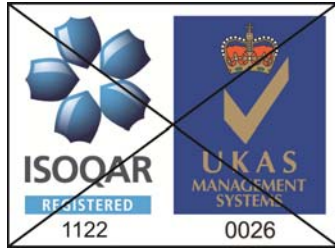
Cert No. 1122

ISO 9001
ISO 14001
OHSAS 18001

- The Logo, Certificate Number and Standards must clearly relate to one another

Incorrect Use Examples

- Please note that certificate numbers must not appear within the logos themselves (for example, not beside or instead of ISOQAR's accreditation number 0026):



- Please note that the following variations are not permitted:



Size / Colour

- Symbols and Logos can be reproduced in full colour, black and white, or grey
- On websites and electronic documents, symbols, logos and associated text should be legible on commonly used computer screens/resolutions.

Printed Materials

- Minimum height of Symbols, Logo box (excluding your certificate number) is 20mm, although this can be reduced to 15mm on business cards providing legibility is maintained
- Maximum height is 30mm on A4 paper but can be increased proportionately for larger paper/display sizes
- Please also note that the term Accredited must not be used when referring to certificates issued by ISOQAR, as clients are certified by ISOQAR and are not Accredited by ISOQAR.

Restrictions on the use of the UKAS Symbols and ISOQAR Logo

The client shall:

- Not use the UKAS Symbol on a product or product packaging (such as blister packs, bottles or cans containing the item sold) seen by the consumer or in any other way that may be interpreted as denoting product conformity (unless the goods or product have been manufactured under an accredited product conformity scheme).
- Not use the UKAS Symbol on its own i.e. must be displayed as illustrated above.
- Not apply the UKAS Symbol to laboratory test, calibration or inspection reports, as such reports are deemed to be products in this context.
- Not make or permit any misleading statement regarding its certification.
- Not use or permit the use of a certification document or any part thereof in a misleading manner.
- Upon suspension or withdrawal of its certification, discontinue using the UKAS Symbol and or ISOQAR Logo on all advertising matter that contains a reference to certification.
- Amend all advertising matter when the scope of certification has been reduced.
- Not allow reference to its management system certification to be used in such a way as to imply that the Certification Body (ISOQAR) nor the Accreditation Body (UKAS) certifies a product (including service) or process.
- Not allow reference to its management system certification to be used in such a way as to imply that UKAS or ISOQAR certifies a product (including service) or process.
- Not imply that the certification applies to activities that are outside the scope of certification.
- Not use its certification in such a manner that would bring the certification body (ISOQAR) and/or certification system or UKAS into disrepute and lose public trust.
- Not use the UKAS Symbol on vehicles (unless part of a full advertisement, such as would appear in a magazine). The ISOQAR Logo may however be used (on its own) on vehicles and we supply stickers for that purpose, (the standard(s) are not required to be displayed on vehicles).
- Not use the UKAS Symbol on building exteriors (but they can be used on internal walls and exhibition stands).
- Not use the UKAS Symbol on flags.

For clients who were registered with ISOQAR prior to 31st December 2010 and whose certificate dates from prior to 31 December 2010:

- The client is required to discontinue the use of the version of the ISOQAR Logo which featured a single shield (illustrated below), at the latest from the **31st August 2014**.



- This Logo has been replaced by the Logo which appears on page 1 (also illustrated below).



- Where the old Logo is displayed on vehicles its use may continue to the end of the vehicles use by the client, but should not be used on any replacement vehicle or transferred to another vehicle.
- It is permissible to use the ISOQAR Logo (and the specific standard(s) certified if required) on a vehicle without including the certification number.
- Stickers featuring the ISOQAR Logo and standard(s), which can be used on vehicles, can be purchased from ISOQAR by downloading an order form from the ISOQAR website or by contacting the Finance Department.
- The client is required to discontinue the use of the specific quality management system UKAS Symbol i.e. "Quality Management" (illustrated below), at the latest from the **31st August 2014**.



Although the old symbol looks very similar to the new symbol it is the wording underneath the Crown, Tick and UKAS that has changed to Management Systems.

If you have any questions relating to the use of the ISOQAR Logo and/or the UKAS Symbol please contact a member of the ISOQAR Technical Department.

Our auditors will check for the correct usage of Symbols & Logos during normal, planned surveillance visits.