



SQC CERTIFICATION SERVICES PVT.LTD.

Rules and Regulation for Use of Certification Mark

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Rules and Regulation for Use of Certification Mark

1. Purpose

The purpose of this instruction is to explain the principles of using the relevant management system logos, brands and certificates of the certified organizations within the framework of the system certification activities carried out by SQC.

2. Scope

This instruction notes the bases of usage of suitable dimensions System Documentation logo.

3. Responsibility

All organization which has certificate which was issued from SQC

4. Implementation

4.1. Logo Usage Rules

- 4.1.1. This instruction, which explains the rules of use of the SQC logo, is kept open to the public at www.sqccertification.com in order to be accessible when requested by the relevant parties and is sent with the certificate to the organization entitled to certification.
- 4.1.2. The SQC logo is not used in any way to imply that SQC is responsible for the document content or related activity used.
- 4.1.3. The SQC logo can be used by certified organizations that have passed the certification audit by SQC and have been approved for compliance.
- 4.1.4. Certified organizations SQC logo; They can only use it in the fields of activity within the scope of the document. The SQC logo cannot be used in fields of activity outside the scope of the document.
- 4.1.5. The SQC logo cannot be used in divisions, subsidiaries or affiliates that are not covered by certification.
- 4.1.6. The SQC logo cannot be used as a product certificate given to the products produced by the certified body.
- 4.1.7. SQC Certification certificate is a document that proves the compliance of the management system established and implemented within the organization. The logo used is only related to the quality, environment, food, etc. that the organization is documented. It should define the management system and cannot be used as a document issued on behalf of any product or service.
- 4.1.8. The SQC logo cannot be used on laboratory test reports, calibration reports and inspection reports of certified organizations.
- 4.1.9. **SQC Logo;**
 - a. It cannot be used as a product document,
 - b. It cannot be used on the product (The product can be touched directly or in a package or box)
 - c. The products, cardboard, etc. It can be used with a statement on the outer packaging made of material to indicate that the document does not belong to the product but to the management system, like "This product has been produced by our organization whose compliance has been certified according to the Management System Standard". The statement should in no way imply that the product, process or service has been documented.



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- d. Product Packaging is considered to be the part where the product is separated without being disassembled or damaged. Type Labels and identification plates are considered part of the product.
- e. In the organization's advertising publications, official documents or promotional brochures can be used on.
- f. The SQC logo will be sent to the relevant organizations on CD/Hard copy/JPG Formats upon request.
- g. In addition, the SQC logo can be accessed on the website www.sqccertification.com
- h. The requirement to comply with the rules regarding the use of the SQC certificate and logo by the certified body has been notified to the customer in the certification agreement, and the customer has committed to comply with the specified rules with this agreement.
- i. The certified organizations, after receiving their certificates, are obliged to comply with the provisions of this instruction as long as the validity of the certificate continues. If logo use is detected outside of this instruction, action will be taken in accordance with legal regulations.
- j. The SQC Certification has to stop the SQC logo immediately after the expiry of the certificate, unless the certificate is renewed.
- k. Organizations whose certificate is suspended (during the period of suspension of the certificate) or withdrawn must stop the use of SQC logos and all written and visual activities related to certification within 15 days from the date of suspension or withdrawal.
- l. If it is determined that the SQC logo is used by organizations that do not have the right to use the logo, legal action will be taken against all persons and organizations that have a role in the situation.
- m. The suitability of the practices regarding the use of logos by SQC is checked in the surveillance and certificate renewal audits to be carried out after the organization is entitled to certification. The organization must demonstrate its practices regarding the use of the SQC logo to the audit team.
- n. Organizations that do not fulfill the conditions specified in this instruction are subject to suspension of the certificate or termination of the contract.

4.1.10. Accreditation Mark

- a. Accreditation mark can be used on advertisement materials, stationery, documents, with a letterhead paper etc. belongs to SQC. But it isn't allowed to use on business cards for personnel.
- b. Accreditation mark must be used with SQC logo (As per Guidelines of Accreditation board)
- c. If accreditation mark will be used by an organization certified by SQC, they must comply with the following restrictions. The following restrictions are announced to the customer in addition to the contract during the contract phase.
 - i. The accreditation mark must be used in conjunction with the SQC logo and as provided by the office.
 - ii. The accreditation Mark cannot be used alone on vehicles, buildings and flags.
 - iii. The accreditation mark cannot be used outside the standard or scope subject to certification.









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- iv. The accreditation brand cannot be used on the product or its packaging to imply that the products have been tested and approved.
- v. Organizations whose certificates are suspended or whose certificates are cancelled must immediately stop the use of the SQC and Accreditation Body Mark and remove them from wherever they are used.
- vi. In order for the companies to reach the relevant logos of the system standards included in the certification agreement, they should contact our company and make a request.
- vii. In case of detection of misleading or deceptive uses or statements of the logos and documents issued by SQC, the matter will be referred to the Courts.

4.1.11. Permissible Logo

 ISO 9001:2015	 ISO/IEC 27001:2013
 ISO 14001:2015	 ISO/IEC 27001:2022
 ISO 45001:2018	 ISO ____:____