

These rules govern the use of log for RICI US LLC. called “RICI” or “the certification body” as well as the logo of International Accreditation Service “IAS” or “the accreditation body”. Use of the Certification and Accreditation Logos are strictly limited to the certified client of RICI whose management system is being maintained by the certified organisation during the validity period as indicated on the certificate issued.

### 1. Definitions:

- (a) “Client” means the organization to whom a management system certificate has been issued, as a result of a successful audit by RICI.
- (b) “Certificate” means the certificate of conformity and assessment issued by RICI specifying the scope of certification of the client along with address and other validity details.
- (c) “Certification Mark” means the logo of RICI (Sample # 1 on Page 4) .
- (d) “Accreditation Mark” means the logo of Accreditation Body’s. It will always be a combination of Certification Mark and the Accreditation Body Logo (Sample # 2 on Page 4).
- (e) “Accompanying information” means any information which is separately available or easily detachable like literature, brochure etc.
- (f) “IAF MLA Mark” means the International Accreditation Forum Inc. (IAF) mark known as the IAF Multilateral Recognition Arrangement Mark or IAF MLA Mark. This mark is propriety and cannot be use by clients or companies certified by RICI.

### 2. Where the use of Certification or Accreditation Marks is allowed:

The Client may use the Certification Mark (Sample #1) or Accreditation Mark in combination with certification mark (Sample # 2), but only in the manner prescribed as below:-

- The Marks shall be used only in relation to it’s scope of certification granted, as written on the certificate issued and for the standard to which the client has been certified.
- The Marks may be used on stationery such as letterheads, business cards, invoices, compliment slips, delivery slips or promotional material and media.
- The Accreditation Mark can only be used in combination with the certification mark as in Sample #2. It cannot be used alone.
- The Certification Marks shall be used in clear way to avoid any confusion with areas which are not covered under the scope.

### 3. Where the use of Certification or Accreditation Marks or IAF MLA Mark is not allowed:

- The Certification and Accreditation Marks shall not be used on the products or the product packaging as the client’s management system has been certified, not the product. Type labels or identification plates are considered as part of the product. The Certification and Accreditation Marks shall not be used in any way, which may imply that the Product, Process or Services provided have been certified.

- The Certification Mark or the Accreditation Mark shall also not be used on test reports or inspection reports or certificates of compliance such as calibration certificates, lab test results, certificates of analysis and other certificates etc. This would include not printing of the same on the Client's letterhead bearing Certification or Accreditation Marks.
- Where a certificate is issued by RICI with IAF logo. The client is not allowed to use this logo on their product, packaging, website, promotional materials, visiting cards, letterheads, invoices or any other document etc. in print or soft form (**Logo is copyright protected and as per IAF rules cannot be used by Certified clients of RICI**).



#### **Additional requirement for ISO 22000/Food Safety Management System (FSMS) certified clients only :-**

- The product packaging for FSMS certified includes both primary packaging (which contains the product) and any outer or secondary packaging.

#### **4. Use of Statement with regards to the Certified Management System:**

The Client may use a statement with regards to the certified management system on the product packaging (which can be removed without the product disintegrating or being damaged) or the accompanying information (any information which is separately available or easily detachable like literature, brochure etc.). Type labels or identification plates are considered as part of the product.

The statement shall in no way imply that the product, process or service is certified by this means. The statement shall include reference to:-

- a) identification that is the name of the certified client;
- b) The type of management system certified to (like quality, environment etc.) along with the applicable standard (like ISO 9001:2015, ISO 14001:2015 etc.);
- c) the name of the certification body RICI, which is issuing the certificate.

#### **Additional requirement for ISO 22000/Food Safety Management System (FSMS) certified clients only :-**

- The FSMS certified clients are not allowed to use the statement with regards to a certified management system on both primary packaging (which contains the product) and any outer or secondary packaging.

#### **5. General Rules and Regulations for Use:**

- Client shall not, during the period of validity of the Certificate or thereafter, register or attempt to register the Certification or Accreditation Mark or any imitation thereof, make or assert any claim of ownership to the Marks and dispute the right of the Certification Body.
- Client shall, upon the suspension, withdrawal or cancellation of the Certificate, forthwith discontinue the use of the Marks or any reference thereto. Shall not thereafter use any copy or imitation thereof. This would apply to stationery, advertising matter, website etc.
- In case of take-over or merger, written permission from the Certification Body is mandatory in order to

transfer the right to use the Certification or Accreditation Mark.

- In-case of reduction in the scope the client shall amend all related material including advertising.
- Use of the Certification or Accreditation Mark(s) does not exonerate the Client from any liability imposed by law regarding the performance of its services and the performance, design, manufacturing, shipment, sale or distribution of its products or services.
- Use of the Certification or Accreditation Mark(s) claims or declarations should not be used in a way as to imply that Certification Body or Accreditation Body accepts responsibilities for activities carried out under the scope of the certification.
- Use of the Certification or Accreditation Mark(s) claims or declarations should not be used in a that would bring the certification body or the accreditation body into disrepute and lose public trust
- The client shall not make claims or declarations that are not true or give the impression that the company, parts of the company or its subsidiaries and associates are certificated for activities or services when they are not. Where the client is holding any other certification or accreditation they have to ensure the logo use and claims are factual and as per the certification scope.
- The client must comply with the provisions for maintaining certification as per the latest version of RICI Doc 01 - Certification Rules and Regulations which are kept updated for public on RICI official website [www.ricionline.com](http://www.ricionline.com)
- The Certification Body reserves the right to modify these Regulations at any time. It will give the Client written notification of all changes thereto and the Client will be obligated to apply said changes.
- These rules are part of certification requirements and conditions and by signing the certification contract the client has agreed these are legally binding.

### 6. Monitoring and Validity of the Use of Marks:

RICI will during the period of validity of the certificate check on the use of Mark(s) through regular audits or special visits if required to verify any complaint. When and misuse of the logos is identified it shall be communicated to the client in writing or by raising a corrective action request.

- Misuse of the Mark(s) may be considered grounds for suspension, withdrawal of certification, publication of the transgression and, if necessary, legal action
- The use of Mark(s) is linked with the certification cycle and validity of the Certificate(s) issued to client, must be discontinued upon expiry of the certification.

**7. Logo Details :**

- The Certification and Accreditation Marks shown in Sample 1 and 2 are as an example. Client can apply only those marks to which they have been certified to. RICI will provide the Client with soft copy of the logo to be used for the relevant management system to which it is certified.
- On documents printed in in color, the Certification Mark should be used in the original color combination of the logo(s).
- In case the document is in single color or black, the Client may also use the Certification Mark in grey (65% screened black).
- Reducing and enlarging of logo is allowed provided the text remains legible and the Certification Logos smaller than the logo of the Client, as it should not be dominating the document.

<p>Sample # 01 – Certification Mark</p>	 <p>BH00010 ISO 9001:2015 Certified</p>
<p>Sample # 02 – Accreditation Mark</p>	 <p>BH00010 ISO 9001:2015, ISO 14001:2015 Certified</p>

**NOTE:**

1. The 7-digit alpha numeric “certificate number” must be put under the above marks (as in samples above).
2. The standard(s) on which certification has been granted are required to be mentioned below the certificate number.