

These rules govern the use of log for RICI Pakistan (Pvt.) Ltd. written as "RICI" or "the Certification Body" as well as the logo of Pakistan National Accreditation Council "PNAC" (the Accreditation Body). Use of the Certification and Accreditation Logos is strictly limited to the client whose management system has been successfully certified by RICI for the validity period as per the certificate issued.

### **1. Definitions:**

- (a) "Certification Mark" means the logo of the certification body.
- (b) "Accreditation Mark" means the Accreditation Body's mark which can be used by the Certification Body and the Client of Certification body whose management system has been successfully certified. It will always be a combination of Certification Mark and the Accreditation Body Logo (sample2).
- (c) "Certificate" means the certificate of conformity and assessment issued by the Certification Body specifying the scope of certification of the Client.
- (d) "Client" means the company to whom a Certificate is issued, as a result of successful audit.
- (e) "Product Packaging" means packaging which can be removed without the product disintegrating or being damaged.
- (f) "Accompanying information" means any information which is separately available or easily detachable like literature, brochure etc.

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

The Client may use the Certification (Sample 1) or Accreditation Mark(s) (Sample 2), but only in the manner prescribed herein:-

- The Marks shall be used only in relation to its scope of certification granted as per the certificate issued and for the standard to which it is certified.
- The Marks may be used on stationery such as letterheads, business cards, invoices, compliment slips, delivery slips or promotional media.
- The Accreditation Mark may be used by the client, but this must always be in combination with the Certification Mark (See Sample 2).
- The Certification Logos 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 is not allowed:**

- The Certification and Accreditation Marks shall not be used on the products or the product packaging in order to avoid confusion with the product certification. 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 are certified.
- The Certification Mark or the Accreditation Mark shall not be used on test reports or inspection reports or certificates of compliance such as calibration certificates, lab tests or certificates of analysis or equivalent documents etc. This would include not printing of the same on the Client's letterhead bearing Certification or Accreditation Marks.

### **4. 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 take 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 and/or certification system 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 client is holding any other certification or accreditation, they have to ensure the logo use and claims are factual.
- The client must comply with the provisions for maintaining certification as per the latest version of Doc 01 - Certification Rules and Regulations.
- 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 by signing a contract the client has agreed these are legally binding.

### **5. Monitoring and Validity of Use :**

The Certification Body may during the entire period of validity of the Certificate will check on the use of Mark(s) through regular audits or special visits if so deemed necessary to verify any complaint. When identified it shall be communicated to the client through corrective action.

- 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) are linked with the certification cycle and validity of the Certificate(s) issued to client.

### **6. Technical 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. The Certification Body 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).
- 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.

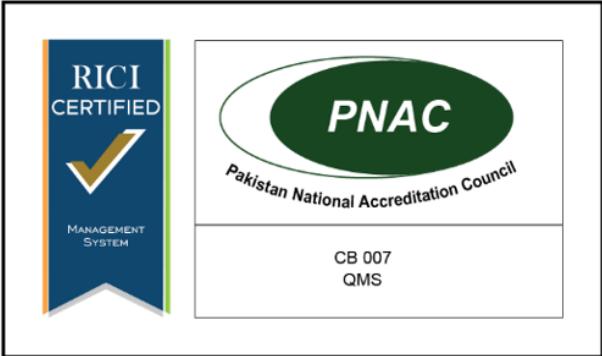
### **6. Additional Guidelines:**

For colour scheme of PNAC logo ratio and other requirements always refer to the latest version of Guidance Document on the Use of PNAC's Logo as Accreditation mark (Doc.G-02/02) available on the PNAC official website <https://www.pnac.gov.pk>

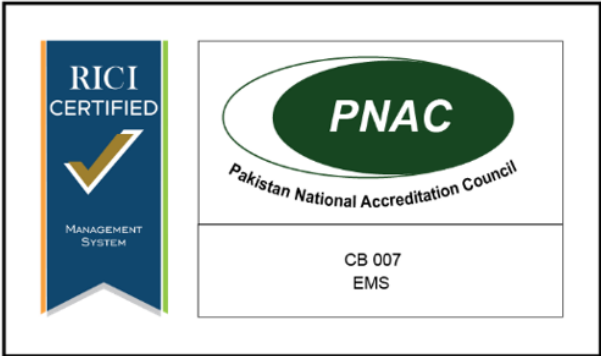
Sample 01 – Certification Logo



Sample 02 – Accreditation Logo as applicable



PK210012



PK210013

Put your Certificate Number below the box like above