

RICL	ROYAL IMPACT CERTIFICATION LTD.	RICL/DS/02.03
	Certification Mark Usage - UAF	01/09/2021

This document is supplied to clients when they are awarded accredited certificates to inform them of the ways in which RICL Certification Mark can be utilised. Actions to be taken on misuse of mark are also documented. This instruction is also used by auditors to determine if the client is using the logo and certification correctly at surveillance and re-certification audits.

**1.0 Logo use**

The RICL logo can be used in isolation, or together with the Accreditation Board (UAF) logo as required by the customer. The UAF logo can only be used adjacent to the RICL logo.

**2.0 Logo Reproduction**

Logos may be reproduced from this document electronically. Should the source of reproduction be different (for example, by copying a printed reproduction) then it is recommended that clients submit proofs of the logos to RICL as part of the printer’s approval process to determine the acceptability of reproduction and use.

The RICL logo is depicted herewith:



The RICL and UAF management system scheme specific logos are depicted herewith:



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**3.0 Rules governing the use of RICL & UAF Certification Mark:**

1. Can be used only in the manner described herein and on the certificate.
2. Can be used only in the relation with the scope.
3. Can't be used on the product or the primary packaging, to avoid confusion with the product certification. However, can be used on outer packing or over packing, which is generally not being reaching the end users, with the statement that the product has been manufactured in a factory/organization, whose management system is certified.
4. Can be used on stationery, such as letter or contractual documents, Letter heads, business cards, invoices, Advertisements, displays, posters, web sites, Broachers.
5. If the Certificate is suspended or withdrawn, client shall be informed to immediately cease the use of Logo where ever it has been applied. Client shall discontinue its use of all advertising matter that contains a reference to certification.

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6. The accreditation mark can be used on stationery, such as letter or contractual documents, letter heads, business cards, invoices, advertisements, web site, provided it is used in close association of the certification mark as displayed above.  
(RICL logo) and the accredited body has permitted such use.
7. Can't be used on test certificates, calibration certificates and other compliance certificates.
8. The logos may be reduced or increased in size to suit the use. When reducing the logos in size, the words should remain legible. (Size reduction will therefore be dependent upon printing resolution.)
9. Can't be used during suspension, after withdrawal and expiry of the certificate, also the accreditation mark can't be used in these cases.
10. In case of transfer or merger, written permission from RICL is required for use of certification mark.
11. Client shall ensure that logo colour scheme do not change during printing process.
12. If client wish to use a certification statement on product packaging or in accompanying information that the certified client has certified management system then the statement shall in no way imply that the product, process or service is certified by this means. Such statement shall include reference to:
  - Identification (e.g., brand or name) of the certified client;
  - The type of management system (e.g., qms) and the applicable standard;
  - The certification body issuing the certificate.

**E.g. – ABC Company's Quality Management System (ISO 9001:2015) is certified by Royal Impact Certification Ltd, Noida.**

#### **4.0 Monitoring of Logo Use:**

RICL shall be responsible to adequately protect the certification mark and UAF symbol. RICL shall take adequate steps through issuing a 'cease and desist' demand and / or legal action when its trademark is misused. During the entire period of the validity of certificate, monitoring of logo use shall be done by RICL. If there is no complaint for use of logo, verification of logo use shall be done in all the surveillance audits, special audits, Re certification audits, or any visit to clients.

#### **5.0 Penalties & Legal Action:**

5.1 In case of improper and misleading use of Certification Mark (Logo) by its clients, RICL reserves the right to suspend or withdraw the certificate. The client shall immediately stop using certification marks in such case else a legal notice shall be immediately issued to in the form of 'cease and desist' demand and legal action shall be initiated for misuse of RICL's Trade Mark as per RICL procedure PR/21.

5.2 In case RICL certification Mark is being used by any organization who is not RICL's client, a legal notice shall be immediately issued to in the form of 'cease and desist' demand and legal action shall be initiated for misuse of RICL's Trade Mark per RICL procedure PR/21.