

USE OF CERTIFICATES, SYMBOLS & LOGOS

This guidance document is provided to all clients of QMS Certification Services who have completed successful approval of a single or integrated management system.

Certificate of Approval

- A Certificate issued by QMS Certification Services in no way implies that the client's product or service is approved by any Accreditation Council or Government Ministers.
- A Certificate of Approval issued by QMS Certification Services must not be used by an organisation to infer that a particular product is or has been certified. The certification refers only to the organisations' management systems as described on the Certificate of Approval.
- A Certificate may be reproduced by the client (in colour or monochrome), but the content shall not be altered in any way.
- Intentional misuse of an approval certificate will result in a MAJOR Corrective Action being raised on the organisation's management system.
- Unintentional misuse of an approval certificate will result in a MINOR corrective action being raised on the organisation's management system.
- If an organisation withdraws from certification, any previously issued certificates must be returned to QMS Certification Services within a reasonable timeframe.
- If an organisation's certification is suspended by QMS Certification Services, the organisation must not communicate or in any way infer to third parties that the certification remains valid and must not distribute any copies of approval certificates or documents containing the Approved Company symbols.
- Adherence to the rules of use for certificates of approval will form part of all certification and surveillance audits.

The QMS Approved Company Symbol / Logo

- Upon successful certification, QMS Certification Services will issue the organisation with an "Approved Company" symbols / logo pack. The symbols / logos provided will include the official "Approved Company" logo in various colours and graphic formats, along with the JAS-ANZ logo. The colours and content must not be altered in any way, without the prior written consent from QMS Certification Services.
- The supplied symbols may be used on marketing materials, websites, vehicles and anywhere that the client deems suitable, but NOT directly on products or product packaging where this may be confused with product certification.
- Approved Company symbols may be placed on outer packaging of products, where it can be clearly deemed to not infer product certification. The symbol MUST be accompanied by a clarifying statement and the client should seek advice from QMS Certification Services before proceeding with such labeling.
- Approved Company symbols may be placed on brochures and marketing materials, where it can be clearly deemed to not infer product certification. A clarification statement is not compulsory in this case but if in doubt you should seek advice from QMS Certification Services prior to proceeding.

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The JASANZ Symbol / Logo

The Governing Board of JASANZ (the Joint Accreditation System of Australia and New Zealand) provides a distinctive symbol to accredited certification bodies (QMS) and their clients.

The JASANZ symbol / logo provides industry with a clear and public demonstration that those products, processes or services awarded an accredited certificate have been provided by a body accredited by the Governing Board.

The JASANZ symbol / logo **MUST ONLY BE USED** in conjunction with the QMS Approved Company symbols / logos – it **MUST NOT** be used in isolation.

Misuse of Symbols / Logos

- Intentional misuse of a certification symbol / logo will result in a MAJOR Corrective Action being raised on the organisation's management system.
- Unintentional misuse of a certification symbol / logo will result in a MINOR corrective action being raised on the organisation's management system.
- Adherence to the rules of use for symbols and logos will form part of all certification and surveillance audits.
