1.0.   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 PIAQ.

2.0.   Scope

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

3.0.   Responsibles

All firms which have certificate which was given from PIAQ

4.0.   Definitions

Combined ILAC MRA & IAF MLA Mark: MRA/MLA Mark used in conjunction with the IAS accreditation symbol that only Certification companies are authorized to use. The combined ILAC MRA & IAF MLA Mark is used by certification companies in documents and reports and is not available to certified customers.

PIAQ Logo: Symbol registered by the "Deutsches Patent und Markenamt" institution to promote PIAQ's own name

Accreditation Number: Accreditation numbers are given specifically to the certification body. Accreditation numbers are given specifically to certification bodies. It is a specific definition that accreditation institutions are authorized to issue documents in the relevant standard.

MSCB-327: It is the number and brand of IAS accreditation belonging to PIAQ within the scope of system certification services.

IAFCertSearch: It is the world's private global database for accredited management system certificates created by the International Accreditation Forum. It provides businesses and governments with the ability to digitally verify an organization's certificate(s) to determine whether a certificate is valid and whether the issuing Certification Body is accredited.www.iafcertsearch.org

5.   Application In System Certification Activities

5.1 The PIAQ logo can be used by companies that have been successful in the audits, in communication environments such as the Internet, documents, brochures or advertisements, in accordance with the conditions specified in this instruction.

Organizations certified by PIAQ on Management Systems; After the signing of the certification agreement, they are obliged to comply with the provisions of this instruction as long as the validity of the document continues.

In addition, if the certified organizations have certificates other than the system certificate (such as product certificate), they should avoid the use of logos that will cause confusion in the use of these documents.

Establishment; It accepts with the signed certification agreement that it will not make or allow any misleading statement regarding its certification, will not use the certification document and any part of it in a misleading way or will not allow its use.

5.2 System Certification Symbol (logo) can not used in internet, document, brochure and communication medias such as advertisement except the activities of certificate scope belongs to organisation management system.

5.3 Organisation can only use the system certification logo in certificate scope activities and communication medias such as internet document, brochure and advertisements.

5.4 In case of suspension or cancellation of certificate contract, logo usage and all of the commercial affairs covers the references to certification, are stopped. In case of scope reduction, all of the logo usage conditions and commercial affairs includes the references to certification are revised properly to scope reduction.

5.5 Suspending or withdrawing operations and if it is required legal operations are applied to the organization which does not perform the statements of this instruction.

5.6 **PIAQ System Certification Logos ;**

✓ It cannot be used on the product. (Here, the expression of the product can be a product that can be touched directly or a product in a separate package, container, etc.)

✓ It cannot be used on the packaging of the product or in a way that it indicates that the product is suitable.

✓ Logo; it cannot be used to give the impression that the management system is certified, that PIAQ has certified a product (including service) or process.

✓ The logo of the organization; laboratory tests, calibration and inspection reports and certificates are not allowed as they will mean that such reports will be assumed to be products in this context.

✓ The organization cannot use the logo of the document it has received in a manner that will overshadow the reputation of PIAQ or certification system and lose public trust.

✓ PIAQ logo is not used in a way that would imply that PIAQ is responsible for the content of the document used or the related activity.

✓ PIAQ logo and certificate cannot be used in departments, subsidiaries or affiliates that are not covered by the document.

✓ Company; on the product; The expression defined in item 5.10 can be used.

5.7 PIAQ LOGO; It can be used in the shape and dimensions of our official logo sent to you if you are successful in the audit and are entitled to receive a document. In addition, the dimensions can be reduced or enlarged, provided that the proportions remain constant. Since the PIAQ logo has been registered by the "Deutsches Patent und Markenamt" institution, it is a crime to change the logo.

5.8 It is forbidden to use the logo of the accreditation body by organizations that have received a certificate by PIAQ.

5.9 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.

5.10. **According to the System Certification instructions**, the conditions of presenting the customer that the customer has received the system certificate are as follows;

_ A statement can be used to indicate that a document has been given to the relevant Management System of the company on the packaging of the products or in a document to be supplied with the packaging. Product packaging is considered as the part that separates the product without disassembly or damage. The information to be provided is considered as a separate piece or can be easily separated. Type labels and identification plates are considered as part of the product and are not included in the document to be supplied with the packaging.

_ The statement must not in any way imply that the product, process or service is certified.

_ The statement should refer to the following:

- o Identification of the certified customer (such as brand or name),

- o Type of management system (eg quality, environment) and applied standard,

- o The certification body that issued the document.

_ The statement explaining that the document was given to the Management System, for example; "This product is quality management system in quality / fod / environment / information by PIAQ, ISO 9001: 2015 / ISO 14001: 2015 / ISO 27001: 2022 . It has been produced by the firm ……………………… .. certified according to the standard. " It may be.

_It can be used in advertising publications of the organization or on promotional brochures by stating that the document has been given to the relevant Management System.

_ the expression; it cannot be used to give the impression that the management system is certified, that PIAQ has certified a product (including service) or process.

6. Ownership of logos, brands and documents; It belongs to PIAQ. Our company evaluates the use of the logo in every audit. Corrective actions and corrections are requested from our certified customers for incorrect logo usage. Failure to make these corrections will result in suspension or withdrawal of the document. In addition, errors about the use of logos by our customers from third parties are also evaluated in the same way.

7. In case of detection of misleading or deceptive uses or statements of the logos and documents issued by PIAQ, the matter will be referred to the Germany Courts.

8. **Related Documents**

- PR_17 Audit and Certification Procedure
- .IAS Transition to New Corporate Logos and Accreditation Symbols
- ISO / IEC 17021_1: 2015 Conformity assessment _ Requirements for organizations that provide audit and certification of management systems
- TS ISO / IEC 17030 Conformity assessment _ General requirements for third party conformity markings
- IAS/ADM/084 Policy On The Use Of The ILAC/IAF/IAS Combined Marks
- AC477 Accreditation Criteria For Management System Certification Bodies

9. Revision Status

Revision No.	Explanation	Revised Issue	Prepared by	Date	Approved by	Date
00	First Publication		Mikail Ince	19.05.2022	Abdullah Keciyokusu	19.05.2022
01	Generally updated. It has been made parallel with other documents that have been explained about the use of the logo.	All	Mikail Ince	10.04.2023	Abdullah Keciyokusu	10.04.2023
02	Format updated.	All	Mikail Ince	10.06.2023	Abdullah Keciyokusu	10.06.2023