Dutch Accreditation Council (RvA)

Regulation for the use of Accreditation marks and logo’s

Document code:	**RvA-VR003-UK**
	Version 4, 17-7-2018

The RvA has laid down rules applicable to applicants for accreditation and accredited organisations in Regulations. A current version of the regulations can be obtained through the RvA web site (www.rva.nl).

CONTENTS

1 Introduction

Article 1.

This document describes the rules for the use of RvA accreditation marks and logo's. The RvA employs the basic principle for the use of its marks and logo's, that an accreditation mark gives the market the confidence that the users of the marks meet the relevant accreditation requirements. This basic principle and the rules described in this document are also applicable to references to RvA accreditation other than through the use of the accreditation marks described. The referral to accreditation in text is equated with the use of an accreditation mark.

Article 2.

For definitions and terms used in this regulation, see policy guideline RvA-BR002, insofar as these are not included in this regulation itself.

Article 3.

This document shall come into force on the day of publication of the notification in the Staatscourant.

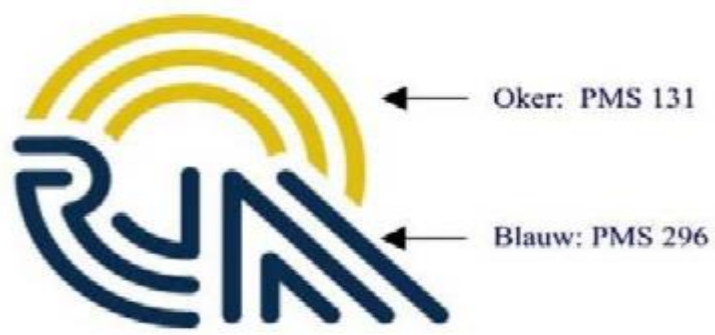
2 RvA accreditation marks and logo's

Article 4.

1. The term accreditation mark means the logo by which the accredited bodies indicate their accredited status. An accreditation mark is made up of the RvA logo combined with the identification of the accredited activity and the registration number of the body concerned.
2. The RvA logo shall never be used to indicate an accredited status. Only organizations that have written permission from the Board of the RvA may use the logo.

Article 5.

The RvA logo is listed in the Benelux Marks Register under number 1009112. The colour scheme of the logo is specified below.



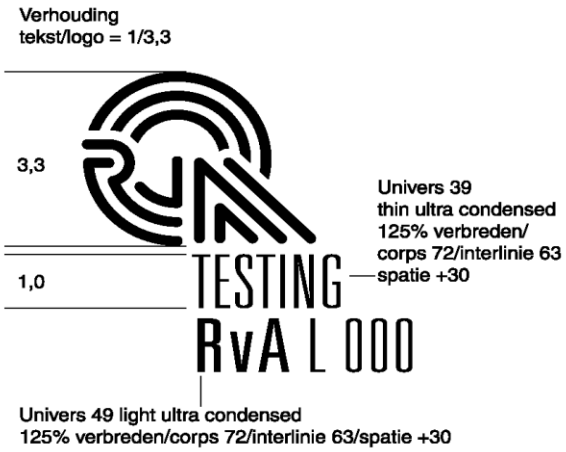
Ochre: PMS 131
Blue: PMS 296

Article 6.

The text used within the accreditation mark under the logo is printed in blue (PMS 296) or black. The whole accreditation mark may also be shown in black or in one colour of the body's house style. Details of the layout of an accreditation mark are given below. The ratio of the height of the logo to the height of the two lines of text shall be approximately 3:2.

Article 7.

The maximum height with which the whole accreditation mark may be used on documents is 45 mm. Used directly beside, above or below the logo of the accredited body the accreditation mark may be shown larger, but never larger or more prominent than the logo of the accredited organisation.



Text/logo ratio = 1/3.3
125% expanded/body 72/spacing 63/space +30

Article 8.

The accreditation marks for the different types of accreditation are specified in appendix 1. The body can use a special application on the RvA web site (www.rva.nl), after logging on to "My RvA", to generate a digital version of the accreditation mark concerning its own organisation.

Article 9.

For general use a body with several accreditations can use the RvA logo (Article 5) with the letters "RvA" and the registration numbers placed next to the logo. If these accreditations relate to the same type of activity (e.g. testing), this type of activity shall be stated between the logo and the text RvA as shown in Article 7. An example of a combined accreditation mark is shown below.

3 General rules for use of the marks

Article 10.

Certification and verification bodies, calibration laboratories, testing laboratories, medical laboratories, inspection bodies, organisers of proficiency testing and producers of reference materials, hereinafter also called *'body'* or '*bodies'*, that have obtained an accreditation from the RvA may use the applicable accreditation mark on documents, to the extent that these documents relate to the activities accredited by the RvA.

Article 11.

The use of the accreditation mark on reports and certificates is the guarantee for the clients of the bodies that the report or certificate has been produced under accreditation. In its assessments the RvA assumes that the activities belonging to the scope of accreditation have been carried out under accreditation and therefore meet the relevant accreditation requirements, irrespective of whether the documents on which the results of the activities have been recorded bear the accreditation mark. Only if the body can demonstrate that it has been explicitly agreed with the client that the activities will not be carried out under accreditation shall these activities be regarded as having been carried out outside accreditation. The latter does not apply to bodies for the certification of management systems and persons. According to the IAF resolution 2015-14 (also see 2016-17) and 2017-19[1] they are required to perform the certification activities under accreditation, if these activities are part of the scope of accreditation.

Article 12.

The use of accreditation marks is bound by the following general rules:

1. On each page of a document on which the accreditation mark is used, also the mark, logo or name of the accredited body shall be used.
2. The accreditation mark shall not be used in combination with the mark, logo and/or name of an other conformity assessment body (refer to chapter 6 for the use of the accreditation mark by certified clients of certification bodies). For the use of a common logo of a group of organizations / a concern, of which the accredited organization is a part, the RvA follows the rules of Article 43.
3. The rules in this regulation also apply to the use of the accreditation mark on digital documents (for example on web sites and other digital media).
4. When referring to accreditation without the use of an accreditation mark the body shall at least quote the registration number of the accreditation concerned.
5. The RvA is entitled to verify the use of the accreditation mark at any time. The body shall lend its assistance to such verifications.

[1] For IAF resolution 2017-19 a transitional period applies until 30-10-2020 for accreditations granted before 30-10-2017. For accreditations granted after 30-10-2017 and before this regulation takes effect the transitional period is one year maximum.

Article 13.

The rules for the use of the accreditation mark are described in detail in Chapters 4 and 5. The use of the accreditation mark, under the conditions given in this regulation, on items not mentioned is permitted with prior written permission from the Board of the RvA.

4 Rules for reports, certificates and declarations

Article 14.

In no way may an accredited body suggest that the RvA accepts any liability for the accuracy or correctness of the results reported or decisions taken by the body.

Article 15.

In no way may an accredited body suggest that the RvA has calibrated an instrument or has tested, inspected, certified or verified an object, product, process, service, system or person.

Article 16.

The accreditation mark may not be used on reports or certificates that do not contain any results of accredited activities or on statements that are not based on accredited activities.

Article 17.

The following specific rules apply to accredited calibration laboratories:

1. The laboratories may use the accreditation mark if at least 80% of the reported results belong to the accredited scope. All non-accredited results or all accredited results shall be clearly marked as such.
2. Calibration stickers with the accreditation mark may only be used if the calibration has been carried out within the scope of the accreditation.
3. The results of subcontracted activities shall be reported by forwarding the supplier's calibration report/certificate directly to the customer.

Article 18.

The following rules apply to accredited testing and medical laboratories and inspection bodies:

1. The bodies may use the accreditation mark if results of activities that belong to the accredited scope are reported in the report. All results of non-accredited activities or the results of all accredited activities shall be clearly marked as such.
2. The results of subcontracting by body A to body B shall be reported in one of the following ways:
   a. Body A may provide the report from body B directly to its customer, as a separate document or as an appendix to its own report.
   b. Body A may takeover in its own report the results reported by body B if body A notes in its report that the results are obtained from subcontracted activities. In that case four options may be applicable:
      i. Body A is accredited by the RvA for the activity concerned and body B is accredited for this activity by the RvA or by an accreditation body that is a signatory to the EA-MLA or

ILAC-MRA for the activity concerned: In body's A report the result of B may be marked as accredited.

ii. Body A is accredited by the RvA for the activity concerned but body B is not accredited for this activity by the RvA or by an accreditation body that is a signatory to the EA MLA or ILAC-MRA for the activities concerned, or is accredited by an accreditation body that is not a signatory to the EA-MLA or ILAC-MRA for the activity concerned: In body's A report the result of B shall not be marked as accredited.

iii. Body A is not accredited by the RvA for the activity concerned but body B is accredited for the activity by the RvA or by an accreditation body that is a signatory to the EA-MLA or ILAC-MRA for the activity concerned: In body's A report the result may not be marked as accredited but it in the report of body A with the result reference may be included to the accreditation of body B; this reference shall unambiguously include the registration number of the accreditation of body B.

iv. Body A nor body B is accredited by RvA or by another accreditation body that is a signatory to the EA-MLA or ILAC-MRA for the activity concerned: In its report body A shall not mark the result as accredited.

Article 19.

Accredited testing laboratories may use the accreditation mark on reports that also contain opinions or interpretations of test results, if these are based on results of accredited activities. If opinions are given and interpretations are made by a testing laboratory that has no explicit accreditation for opinions and interpretations, the report shall include a disclaimer, immediately alongside the accreditation mark or immediately alongside the opinions and interpretations concerned, with the following or an equivalent text: "The opinions given/interpretations made in this report fall outside the scope of the accreditation".

Article 20.

For accredited certification bodies the accreditation mark concerned may be shown on the certificates they issue, if the certification takes place within the accredited scope. For management systems certification[2] and certification of persons[3] the use of the accreditation mark or a referral to the accredited status is obligatory.

Article 21.

1. Bodies that are accredited for EMAS verification may use the accreditation mark for EMAS-verification on the declarations issued, provided that the verification takes place within the accredited scope and was conducted by a verifier registered in de scope of accreditation.
2. Bodies accredited for verification of greenhouse gasses may use the accreditation mark for verification (ISO 14065) on the declarations issued, provided the verification was conducted within the scope of accreditation.

   This is not applicable to verifications as part of EU ETS, where a format, prescribed by the European Commission, for the declaration shall be used, which does not include the use of an accreditation mark.

[2] At re-certification, ultimately 6 November 2019 (IAF resolution 2016-17).
[3] At re-certification, ultimately 30 October 2020 (IAF resolution 2017-19.

Article 22.

The following rules apply to accredited organisers of laboratory comparison / proficiency tests:

1. The bodies may use the accreditation mark if results of tests belonging to the accredited scope are reported in the report. All results of non-accredited tests or all results of accredited tests shall be clearly marked as such.
2. The results of subcontracting by body A to body B shall be reported in one of the following ways:
   a. Body A can provide the report from body B directly to its customer, as a separate document or as an appendix to its own report.
   b. Body A may takeover in its own report the results reported by body B, whereby body A shall state that the results have been obtained by means of subcontracting. In that case four options are possible for body A regarding the referral to the accredited status:
      i. Body A is accredited by the RvA for the activity concerned and body B has carried out the activities under an accreditation by the RvA or an accreditation body that is a signatory to the EA-MLA or ILAC-MRA for the activity concerned: In body A's report the result of B may be marked as accredited;
      ii. Body A is accredited by the RvA for the activity concerned, but body B has not carried out the activities under an accreditation by the RvA, or an accreditation body that is a signatory to the EA-MLA or ILAC-MRA: In body A's report the result of B shall not be marked as accredited;
      iii. Body A is not accredited by the RvA for the activity concerned but body B has carried out the activities under an accreditation by the RvA or an accreditation body that is a signatory to the EA-MLA or ILAC-MRA for the activity concerned: In body A's report the result may not be marked as accredited but it in the report of body A, together with the reference to subcontracting, the accreditation of body B may be referred to. This reference shall unambiguously include the registration number of the accreditation of body B.
      iv. Body A is not accredited by the RvA and body B has not carried out the activity under an accreditation by the RvA or another accreditation body that is a signatory to the EA-MLA or ILAC-MRA for the activity concerned: In its report body A shall not mark the results of body B as accredited.

Article 23.

The following rules apply to accredited producers of reference materials:

1. The accreditation mark may only be used on reports and certificates if all the reported results belong to the scope accredited by the RvA or by an accreditation body that is a signatory to the EA-MLA or ILAC-MRA for the activity concerned.
2. If items are provided with stickers, the accreditation mark may only be used on them if materials are concerned whose properties have been determined within the scope of the accreditation.

5 Rules for other documents and promotional material

Article 24.

Accredited bodies may use the accreditation mark on promotional material if the material refers to accredited activities. Any possible misrepresentation shall be prevented. This means that it shall be clear which activities are and which are not part of the scope of accreditation. Reference to the scope of accreditation as published on the RvA web site is permitted for this purpose.

Article 25.

Bodies with several accreditations from the RvA may use the accreditation marks combined on promotional material or choose to use the combined RvA mark as described in Article 9.

Article 26.

Accredited bodies may, with the prior explicit written consent of the Board of the RvA, use the accreditation mark on cars, provided that they are used for accredited activities. Here too the accreditation mark may only be used in combination with the logo or the name of the accredited body, but the accreditation mark may never larger or more prominent than the logo of the accredited organisation.

Article 27.

Accredited bodies may use the accreditation mark on letters. In this case the accreditation mark may not appear more prominently than its own logo or the statement of the name of the body.

Article 28.

Quotations, offer letters, etc., that do not just relate to accredited activities may be provided with the accreditation mark, provided that it is clear from these documents which services have and which have not been accredited. The same applies to the documents sent with these documents. Reference to the scope of accreditation as published on the RvA web site is permitted for this purpose.

Article 29.

If the accreditation mark is used on a quotation, offer, etc, and they only concern activities outside the accredited scope, then the following sentence shall be included in the document unamended: “The RvA accreditation is not applicable to the activities described in [*this letter*].”. Enter the name of the document (quotation, offer, etc) in place of [*this letter*].

Article 30.

Letters with the accreditation mark that are only covering letters for reports, certificates or statements with regard to activities not belonging to the scope of accreditation of the bodies shall contain the following unamended sentence: “The RvA accreditation is not applicable to the enclosed [*results*].”. Specify what is being offered (results, certificates, statements, etc.) under [*results*].

Article 31.

The use of the accreditation mark in e-mails and other digital communication is bound by the rules in this regulation.

6 Users of accredited services

Article 32.

The clients of accredited bodies may use the accreditation mark under the conditions given in Article 33 to Article 36. It is the responsibility of the accredited body to ensure the correct use of the accreditation marks by these clients. In case the accredited body cannot demonstrate to take appropriate measures for situations of misuse by its client or its former clients, this may have consequences for the accreditation of this body, as explained in chapter 9 of policy rule RvA-BR002.

Article 33.

The following rules apply to accredited certification of management systems:

1. An accredited body for certification of management systems can authorise certified clients to use the accreditation mark concerned in combination with the certification mark on letters and on other documents relating to activities for which these certified clients have been certified under RvA accreditation. The certification body may also authorise the certified client to use the combined accreditation mark as described in Chapter 2 if this organisation has been certified against several standards that are covered by different accreditations.
2. Excluded is the use of the accreditation mark by the certified client:
   a. on reports and certificates of certified calibration-, testing and medical laboratories, of organizers of proficiency testing and of inspection bodies;
   b. on products or packaging of products or on related products (see also EN ISO/IEC 17021-1 for requirements for the use of certification marks).
3. If the certified client uses the accreditation mark it shall be used immediately next to, above or below the certification mark and shall not in any case be shown more prominently than the certification mark. In no way the suggestion shall be created that the certified client has been accredited by the RvA.

Article 34.

The following rules apply to accredited certification of products:

1. A body accredited for product certification may authorise a certified client to apply the accreditation mark, in combination with the certification mark, to the product or to the packaging of the product if these products have been certified on the basis of the applicable accredited certification scheme.
2. The accredited certification body may authorise certified clients to use the accreditation mark in combination with the certification mark on letters and on other documents relating to activities for which these producers have been certified under RvA accreditation.
3. Excluded is the use of the accreditation mark:

a. on reports and certificates of certified calibration , testing and medical laboratories, of organizers of proficiency testing and of inspection bodies;
b. on business cards of the certified client's personnel.

4. If the certified client uses the accreditation mark it shall be used immediately next to, above or below the certification mark and shall not in any case be shown more prominently than the certification mark. In no way the suggestion shall be created that the certified organisation has been accredited by the RvA.

Article 35.

For accredited certification of persons the certification bodies may not authorise persons or their employers to use the accreditation mark.

Article 36.

For accredited laboratories, organizers of proficiency testing and inspection bodies their clients may only reproduce the certificates and reports supplied under accreditation in their entirety and include them in full in promotional material on condition that the promotional material has a direct bearing on the calibrated, tested or inspected device or object.

7 Details of the use of the accreditation mark

Article 37.

A body is not allowed to use the accreditation mark for activities conducted before the date of granting accreditation. In exceptional cases the Board of the RvA may explicitly state in writing that on a specific document (report, certificate, declaration) the use of the mark is permitted. The following conditions apply for granting such permission:

1. The RvA has completely witnessed or observed the activity concerned for the specific client of the body in the framework of acquiring an accreditation for this activity and did not raise any finding during this witness or observation, and
2. the RvA did not raise any finding when assessing the system procedures and files related to the activity concerned, and
3. the document (report, certificate, declaration) is issued after granting accreditation based on a review and/or decision conducted after the granting of accreditation,
4. Documents with regard to activities conducted before the date of granting accreditation, that are not witnessed by the RvA as mentioned under sub a, can only be issued with an accreditation mark, under the conditions proposed by the accredited body and with a written permission of the RvA, These conditions will at least include the repeated conducting of the activity and will state that the document will only be issued under accreditation after the repeated conducting of the activity.

Article 38.

If the accreditation of the body is suspended according to chapter 10 of the policy rule RvA-BR002 for the full scope of accreditation, the body shall immediately cease the use of the accreditation mark.

Article 39.

If the accreditation is suspended for part of the scope of accreditation, the body shall immediately cease to mark results of activities for which the accreditation is suspended as being accredited and immediately cease to offer these activities under accreditation. In this case also the principle of Article 16 applies which means that if a document only contains results of activities which are suspended then no accreditation mark shall be used on the document.

Article 40.

1. Upon termination of accreditation (see also chapter 11 of policy rule RvA-BR002), the body shall immediately:
   a. stop making any claim that it is accredited and
   b. stop distributing any document bearing the accreditation symbol or a text reference to accreditation.
2. Certification bodies shall also take appropriate steps to terminate the use of the accreditation mark by certified clients, within a period of time to be determined by the RvA (see also chapter 11 of policy rule RvA-BR002).

Article 41.

In cases referred to in Article 38 to Article 40, the conformity assessment body shall inform its clients about the (partial) suspension or withdrawal, without undue delay.

Article 42.

Accredited bodies shall not claim or suggest any accreditation for non-accredited activities, in particular:

1. A body that is accredited for some of its activities may use the accreditation mark provided that no confusion arises about which part of the activities has been accredited.
2. Where a body has different sites (multisite accreditation according to policy rule RvA-BR003) the accreditation mark can only be used if all the key activities related to the results for which the mark is used, were conducted at sites mentioned in the scope of accreditation.
3. The documents with the RvA accreditation mark, issued under the multisite accreditation, shall contain the name and address of the head office of the accredited legal entity without the logo of the local site. However, these documents may make reference to the contact details of the local site. The documents issued shall not create any confusion as to the conformity assessment body which holds the RvA accreditation.
4. If in a general document reference is made to accreditation by the RvA and not all sites of the body are part of the multisite accreditation, then the document shall explicitly state the accredited sites, closely to the reference to RvA accreditation.

Article 43.

1. If part of a group of organisations is accredited, only that part of the group (for example a conformity assessment body that is a part of a holding company with other companies) mentioned in the accreditation documents may use the accreditation mark. There shall be no lack

of clarity at all about which part of the group has been accredited. If a joint document is published with reference to accreditation by the RvA, it shall state the accredited parts explicitly, in close proximity of the referral to the RvA accreditation.

2. The use of a common logo of the group of organizations on documents with the accreditation mark is allowed, provided that it is clear that these documents have been issued by the accredited entity.

Article 44.

Bodies accredited by the RvA can jointly use the respective logos or names in combination with an accreditation mark in the framework of mutual partnerships under the following conditions:

1. The bodies have been accredited for the type of activity to which the accreditation mark used applies.
2. The bodies have mutually concluded an agreement in which the conditions for the use of each other's logos and the accreditation mark(s) have been described.
3. The responsibility for the activities whose results are published under accreditation with the combined logos and/or names shall be clearly apparent from the documents on which these logos, names and accreditation mark(s) are used.

8 Misuse of the accreditation mark

Article 45.

The use of an accreditation mark by bodies not having valid accreditation from the RvA, with the exception of the provisions laid down in Chapter 6, will be regarded as misuse. The incorrect or misleading use of a mark by bodies with a valid accreditation, or by organisations as referred to in Chapter 6, will also be regarded as misuse. This latter form of misuse will also count against the accredited body and may lead to action against it.

Article 46.

In the event of misuse the RvA will take the necessary steps to stop the misuse and to hold the responsible party accountable for the consequences.

9 Reference to the IAF MLA, ILAC MRA and EA MLA

Article 47.

Accredited bodies are encouraged to refer to the multilateral agreements (denoted by MLA and MRA), where applicable. This shall happen by stating one of the following phrases (or combination of phrases) immediately below or next to the accreditation mark:

1. "The RvA is a signatory to the EA MLA";
2. "The RvA is a signatory to the ILAC MRA";
3. "The RvA is a signatory to the IAF MLA".

Equivalents of these texts in other languages may also be used.

Article 48.

The references referred to in Article 47 may only be used if the documents relate to activities within the scope of accreditation, which is also part of the scope of the multilateral agreement concerned, to the extent that the RvA is a signatory to the agreement. A current status of the multilateral agreements and its scope for each accreditation body that signed the agreement, is published on the EA (www.european-accreditation.org), IAF (www.iaf.nu) and ILAC (www.ilac.org) web sites.

Article 49.

1. The RvA has concluded agreements with ILAC and IAF by which the RvA is allowed to use the respective ILAC MRA-mark and IAF MLA mark of these organisations in combination with the RvA logo. These agreements also give the RvA the right to permit the bodies accredited by the RvA the use by of the IAF and ILAC mark in combination with the RvA accreditation mark.
2. The IAF MLA and the ILAC MRA mark may only be used for activities within the scope for which the RvA is a signatory for this MLA/MRA.
3. The use of the IAF MLA and ILAC MRA marks is only allowed taking into account the current version of the IAF ML-2 “General Principles on the Use of the IAF MLA Mark” respective the ILAC-R7 “Rules for the Use of the ILAC MRA Mark”.

10 Changes compared with the previous version

Article 50.

Compared to version 3 of 10 August 2016, the following substantive changes having been made in this version of the document:

1. The consequences of resolution IAF 2017-19, prohibiting certification bodies to issue not-accredited certificates for the certification of persons, have been inserted in Article 11.
2. The possibilities for the use of a common logo of a group of organizations / a concern have been explained more clearly in Article 12 and Article 43.
3. The obligatory use of the accreditation mark, or a referral to the accredited status for the certification of management systems and persons has been included in Article 20.
4. The rules for reports with results of multiple bodies have been (further) explained in Article 22.
5. The obligation to inform customers without undue delay about (partial) suspension or withdrawal of accreditation have been added in Article 41.
6. Changes in the numbering of standards have been implemented in Appendix 1.

Appendix 1: The accreditation marks

This Appendix shows the accreditation marks to be used. For “000” read the registration number.

Accreditation mark	Explanation
	The accreditation mark for EN ISO/IEC 17025 accredited testing laboratories. The Dutch text to be used for “TESTING” is “TESTEN”.
	The accreditation mark for EN ISO 15189 accredited medical laboratories. The Dutch text to be used for “TESTING” is “TESTEN”.
	The accreditation mark for EN ISO/IEC 17025 accredited calibration laboratories. The Dutch text to be used for “CALIBRATION” is “KALIBRATIE”.
	The accreditation mark for EN ISO/IEC 17020 accredited inspection bodies. The Dutch text to be used for “INSPECTION” is “INSPECTIE”.
	The accreditation mark for EN ISO/IEC 17043 accredited organisers of laboratory comparison / proficiency tests. “PROF. TESTING” is also to be used as the Dutch text.
	The accreditation mark for EN ISO/IEC 17021-1 accredited certification bodies for the certification of management systems. “MGMT. SYS.” is also to be used as the Dutch text.

	The accreditation mark for EN ISO/IEC 17065 accredited certification bodies for the certification of products. The Dutch text to be used for “PRODUCTS” is “PRODUCTEN”.
	The accreditation mark for EN ISO/IEC 17024 accredited certification bodies for the certification of persons. The Dutch text to be used for “PERSONNEL” is “PERSONEN” (by analogy with the term used in the Dutch standard).
	The accreditation mark for EN ISO 17034 (ISO Guide 34) accredited producers of reference materials. The Dutch text to be used for “Reference Mat.” is “Referentie Mat.”.
	The accreditation mark for accredited EMAS verification bodies (based on Regulation (EG) Nr. 1221/2009 and EN ISO/IEC 17021-1. The Dutch text is the same as the English.
	The accreditation mark for EN ISO 14065 accredited GHG verification bodies. The Dutch text to be used for “EMISSION” is “EMISSIE”.