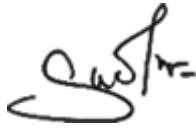# THE USE OF CERTIFICATION AND ACCREDITATION MARK PROCEDURE

THE USE OF CERTIFICATION AND ACCREDITATION MARK PROCEDURE

Document Number : PMLF-TNI-028

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Checked by	Approved by
SCS Operational Manager	**Head of CB**

No.	Revision Number	Part	Revision Note
1	00	All	The documents FMLF-TNI-074 Annex 2A to K were merged into one document and renamed to FMLF-TNI-102 Rev 00
2	01	A3	Adding guideline for mark with statement
3	PMLF-TNI-028 Rev. 00	All	Change the number of document from FMLF-TNI-102 Rev 01 to PMLF-TNI-028_R00
		A1	• Change FMLF-TNI-102_A document number into PMLF-TNI-074_A2.1_R00 Mark as part of PMLF-TNI-028_R00 • Clarify the footnotes • Add PMLF-TNI-028_A1_R00 as reference for mark.
		A2	- Add FISPO-TNI-023 as reference for ISPO mark.
		C	Add new section about IAF MLA mark
4	01	All	Replace new logo TUV NORD
		A.2	Add note
		A.4	Revise Rule of The Colour and Font of TNI's Mark

A. TÜV NORD Indonesia (TNI)'s MARK IN ADVERTISING AND PUBLICITY

a. <u>Single System</u>: *e.g.* ISO 9001

b. Integrated System: e.g. ISO 9001, ISO XXXX and ISO XXXX.

Note:

Certified company number may be filled in by given certification number stated on your certificate (please see your certificate) *e.g.* 16 00 E 1756. TNI will give the mark along with the certificate after it is being granted.

Note: For TNI's mark please refer to FMLF-TNI-028 Annex 1

A.1. Rule for The Use of TNI's Mark for Management System Certification.

This rule is applicable for management system certifications in accordance with ISO/IEC 17021 (*i.e.* ISO 9001, ISO 14001, ISO 45001, ISO 22000, HACCP, ISO 27001, ISO 50001, ISO 37001, ISO 21001, ISO 13485, *etc*).

		On product[2]	On larger boxes, *etc.* used for transportation of products[3]	In pamphlets, *etc.* for advertisement
Use of Marks[1]	**WITHOUT** a statement	NOT ALLOWED	NOT ALLOWED	ALLOWED[5]
	WITH a statement[4]	NOT ALLOWED	ALLOWED[5]	ALLOWED[5]

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[1] Mark is issued by Certification Body to be used by certified clients to indicate their certification status. This applies to marks that have a specific form including some basic description of its applicability. A statement in words alone does not constitute a mark in this sense. Any such wording should be true and not mislead to product certification. "KAN" Logo shall not be attached on the trade product and packaging.

[2] This could be a tangible product itself or product in an individual package, container, drum, jerri can, certificate of analysis (CoA), *etc.*

[3] Secondary or tertiary packaging that can be reasonably considered as not reaching the end users.

[4] This could be a clear statement such as follow: "(#Name of product#) was manufactured in a plant whose management system is certified as being in conformity with (#name of standard#)", see A.3.1

[5] The mark may then only be used as specified in this document.

A.2 Rule for The Use of TNI's Mark for Product, Process and Service Certifications.

This rule is applicable for product, process and service certifications in accordance with ISO/IEC 17065 *i.e.* ISPO and Tourism Certification.

Use of Marks[6]		On product[7]	On larger boxes, *etc.* used for transportation of products[8]	In pamphlets, *etc.* for advertisement
	WITHOUT a statement	**ALLOWED[10]**	**NOT ALLOWED**	**ALLOWED[10]**
	WITH a statement[9]	**ALLOWED[10]**	**ALLOWED[10]**	**ALLOWED[10]**

Note :

The additional rules for the use of mark is refer to the requirements in each certification scheme as following below:
- ISPO refer to FISPO-TNI-023
- CHSE refer to PT-TNI-006
- etc

A.3 Rule for The Use of The Statement in Advertising and Pubilcity

A.3.1. Statement in Management System Services

Any statement on product packaging is considered as that which can be removed without the product disintegrating or being damaged. A statement in accompanying information is considered as separately available or easily detachable. The statement shall in no way imply that the product, process or service is certified by this means. The statement shall include reference to:

- Identification (*e.g.* brand or name) of the certified client
- The type of management system (e.g quality, environment) and the applicable standard
- The certification body issuing the certificate.

e.g. PT XYZ has been certified Quality Management System by PT TUV NORD Indonesia.

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[6] Mark is issued by Certification Body to be used by a certified client to indicate their certification status. This applies to marks that have a specific form including some basic description of its applicability. A statement in words alone does not constitute a mark in this sense. Any such wording should be true and not mislead to product certification. "KAN" Logo shall not be attached/sticked on the trade product and packaging.

[7] This could be a tangible product itself or product in an individual package, container, drum, jerri can, certificate of analysis (CoA), *etc.*

[8] Secondary or tertiary packaging that can be reasonably considered as not reaching the end users.

[9] This could be a clear statement that this product is certified as being in conformity with the certification schemes, see A.3.1.

[10] The mark then only be used as specified in this document, part A4 and B (for the color code), part C and for ISPO refers to FISPO-TNI-023.

A.4 Rule of The Colour and Font of TNI's Mark

The main colours/primary colours are used above all at brand level:
for the logos, electric blue is used, combined with dark blue and/or white. With the electric blue shade, a digital approach is taken – Digital First.

This colour is especially striking in digital applications.

Electric Blue

HEX	#001ED2
RGB	0, 30, 210
CMYK	100, 75, 0, 0
RAL	5002
PMS	293 C
HKS	43K

Dark Blue

HEX	#00003C
RGB	0, 0, 60
CMYK	100, 72, 0, 73
RAL	5004
PMS	282 C
HKS	38

White

HEX	#FFFFFF
RGB	255, 255, 255
CMYK	0, 0, 0, 0
RAL	9003
PMS	
HKS	

For electric blue, the following applies:

- RGB or Pantone should in principle always be used – this is where the best colour results are achieved.

- CMYK, RAL and HKS are to avoid, because the colour effect lags behind that of RGB or Pantone.

- Concerning Print in principle, the colour should be printed in PMS 293C on coated paper wherever possible.

- Other colour definitions are available in consultation with Corporate Brand Management.

(source: TUV NORD Brand Portal Group)

B. RULES FOR THE USE OF TÜV NORD Indonesia's AND NATIONAL ACCREDITATION BODY OF Indonesia's (KAN) MARK

a. Single System: *e.g.* ISO 9001

b. Integrated System: *e.g.* ISO 9001, ISO XXXX and ISO XXXX.

1. The accreditation number. above (LXX-XX-IDN) maybe filled in by The Accreditation Certificate number in accordance with the accreditation of each certification schemes.
2. If the certification schemes has been accredited by National Accreditation Body of Indonesia (KAN) then allowed to use the mark of KAN, but it shall be displayed simultaneously with TNI's logo as the example above.
3. Rules for the use of the TNI's and KAN's marks in advertising and publicity refer to the provision above (Point A).
4. The colour of mark shall be displayed in accordance with the original colour, with colour code as below:

Tulisan/Simbol	Jenis Tulisan	Keterangan Warna (CMYK)
"KAN"	Switzerland Black Italic	➢ Warna = Biru (C-100 M-20 Y-0 K-0)
"Komite Akreditasi Nasional"	Arial	➢ Warna = Abu - abu (C-0 M-0 Y-0 K-40)
Tanda centang	–	➢ Warna= Merah (C-0 M-100 Y-100 K-0)
Garis bawah di bawah tanda centang	–	➢ Warna= Merah (C-0 M-100 Y-100 K-0)
XXX-YYY-IDN identitas akreditasiLPK	Arial Bold	➢ Warna= Hitam (C-0 M-0 Y-0 K-100)
XXX – Kode Skema Akreditasi (mengacu Tabel 2) **YYY** – Nomor urut Akreditasi (minimal 3 digit, misal 001, 011, 111, 1111, dst.) **IDN** – Singkatan dari Indonesia		

Note :

If one of the certification schemes is not accredited by National Accreditation Body of Indonesia (KAN), Point B is not applicable for the non accredited certification schemes . The client shall not use KAN's mark on their advertising or publicity with respect to the non accredited certification of its management system.

Below is the example of marks if one of the integrated system is not accredited by National Accreditation Body of Indonesia (KAN).

C. RULES FOR THE USE OF INTERNASIONAL ACCREDITATION FORUM (IAF) MARK.

1. IAF MLA Mark is a mark that registered and owned by Internasional Accreditation Forum (IAF). The Mark is shown as IAF Multilateral Recognition Arrangement and can only be used by IAF and Recognised Regional Cooperation Bodies. The IAF MLA Mark is as follow:

2. TÜV NORD Indonesia as a Certification Body can only use the IAF MLA Mark as a Compound Mark together with Accreditation Body Mark for specific standard which TNI is accredited and where the KAN is recognized by IAF. For the recognized's standard, the use of IAF Mark is bound by a contract (separated document) between TNI and KAN. Example for accredited standard ISO 9001:

3. Both marks that are presented in part C number 1 and 2, **cannot be used** by TNI's certified client.
   (Source: KAN-U 04)

CROSS REFERENCE DOCUMENTS

1. PMLF-TNI-02   Management System Certification Procedure
2. FLMF-TNI-074   Contract of Management System Certification