INTERNATIONAL ACCREDITATION SERVICE®

POLICY ON THE USE OF THE ILAC/IAF/IAS COMBINED MARKS

1 INTRODUCTION AND SCOPE

This document provides the policy for the establishment of agreements between IAS and its accredited Conformity Assessment Bodies (CABs).

The proper adherence to this policy permits the use of the ILAC/IAF/IAS combined marks on CABs certificates, reports and other related documents for CABs with scopes of accreditation in the program IAS is a signatory to with ILAC and IAF.

The MRA or MLA combined marks are available to all IAS accredited CABs as follows:

a) The IAF/IAS MLA combined mark is available to IAS accredited CABs in the following programs as long as the accredited scopes are part of the IAF MLA Signatory (see IAF website for current list of IAS programs under the MLA): Aerospace Quality Management System Certification Bodies (ASA); Management System Certification Bodies (MSCB); Personnel Certification Bodies (PCB); Product Certification Agencies (PCA); and Validation and Verification Bodies (VVB).
b) The ILAC/IAS MRA combined mark is available to IAS accredited CABs in the following programs: Testing Laboratories (TL); Calibration Laboratories (CL); Medical Laboratories (ML); Inspection Agencies (AA); Proficiency Testing Providers (PTP); Special Inspection Agencies – New York (SIA-NY); and Reference Material Producers (RMP).

2 PURPOSE

The purpose of this policy is to outline the IAS requirements for CABs to use the IAF/IAS MLA or ILAC/IAS MRA combined mark (for illustrations of the combined marks refer to Annex A & B).

3 DEFINITIONS

3.1 IAF: International Accreditation Forum, https://www.iaf.nu

3.2 ILAC: The International Laboratory Accreditation Cooperation, http://www.ilac.org

3.3 CAB: Conformity Assessment Body is a body that performs conformity assessment activities and that can be the object of accreditation

3.4 IAS Logo: the logo used by IAS to identify itself and its use is only permitted by IAS.

3.5 IAS Accreditation Symbol: The symbols issued by IAS to be used by accredited conformity assessment bodies to indicate they are accredited.

3.6 Accredited CAB Combined ILAC MRA & IAF MLA Mark: The MRA/MLA Mark used in combination with the IAS accreditation symbol that the accredited conformity assessment body (CAB) is entitled to use. The Accredited CAB Combined MRA/MLA Mark can only be used by the accredited CABs of IAS who have signed the Agreement for the use of the Combined Mark.

3.7 Aspect Ratio: The ratio of the width to height of an image.

4 IAF/IAS Combined MLA Mark

4.1 Usage of the IAF/IAS Combined MLA Mark by Accredited CABs

4.1.1 Before an IAS Accredited CAB can use the IAF/IAS combined MLA mark, the CAB must submit a request to use the combined MLA mark. Upon request, IAS will provide an IAF/IAS agreement (IAS/ADM/038B) and a sample artwork of the Combined mark. The CAB will be requested to submit a sample certificate, report and/or letterhead with the combined mark. Both the agreement and the sample(s) are reviewed by IAS prior to approval. If the review of the agreement and sample(s) are found to be in order, the agreement is signed by IAS and returned to the CAB with a letter authorizing the use of the IAF/IAS combined mark. The agreement must be completed and signed by both parties in order to be effective.

- The CAB must complete the first page of the agreement with their name and address where indicated.
- The CAB must complete their portion of the last page where indicated.
- The CAB must provide a sample of each type of document they wish to use the IAF/IAS Combined MLA Mark on (e.g. certificates, reports, letterhead, brochures, website pages. etc.).
- For MSCB (Management System Certification Body), the customer must provide a sample of each program certificate they wish to use the IAF/IAS Combined MLA Mark. The IAF/IAS Combined MLA Mark can only be used in the following IAF Endorsed Scopes for which IAS is a signatory. For a complete list, please visit https://iaf.nu/en/member-details/?member_id=51

4.1.2 For Product and Persons CABs accredited for non-IAF endorsed scope, the use of combined marks on accredited certificates is not allowed.

4.1.3 The CAB must ensure that it only uses the IAF MLA Mark (as shown in the combined agreement) and not the IAF logo (as described in IAF PL8).

4.1.4 For examples of IAF/IAS combined marks, see Annex A.

5 ILAC/IAS Combined MRA Mark:

5.1 Usage of the ILAC/IAS Combined MRA Mark by Accredited CABs

5.1.1 Before an IAS Accredited CAB can use the ILAC/IAS combined mark, the CAB must submit a request to use the combined mark. The only eligibility requirement is that the CAB be located in an economy where the ILAC MRA Mark is registered. The location of the CAB will be checked prior to sending the CAB an agreement to sign. After the location is checked, IAS will provide an ILAC/IAS agreement that must be completed and signed by the CAB. The CAB will also be requested to submit a sample certificate, report and/or letterhead with the combined mark. Both the agreement and the sample(s) are reviewed. If the review of the agreement and sample(s) are found to be in order, the agreement is signed by the IAS Quality Manager and/or to his/her designee and returned to the CAB with a letter authorizing the CAB to use the ILAC/IAS combined mark.

- The CAB must complete the name and address portion of the agreement.
- The CAB must complete their portion of the last page where indicated.
- The CAB must provide a sample of each type of document they wish to use the ILAC/IAS Combined MRA Mark on (e.g. reports, certificates, letterhead, brochures, website pages. Etc.).

5.1.2 The CAB must ensure compliance (refer to the agreement) the requirements in ILAC R7, “Rules for the Use of the ILAC MRA Mark” as well as ILAC P8, “Supplementary Requirements for the Use of Accreditation Symbols and for Claims of Accreditation Status by Accredited Conformity Assessment Bodies”.

6 REFERENCES

IAF ML2 General Principles on the Use of the IAF MLA Mark
IAF PL8, Rules for the Use of the IAF Logo
ILAC R7, Rules for the Use of the ILAC MRA Mark
ILAC P8, Supplementary Requirements for the Use of Accreditation Symbols and for Claims of Accreditation Status by Accredited Conformity Assessment Bodies

Annex A

INSTRUCTIONS FOR USE OF THE IAF MLA MARK

BETWEEN

INTERNATIONAL ACCREDITATION SERVICE, INC. & ACCREDITED CONFORMITY ASSESSMENT BODY (CAB)

Use of the Combined Mark by IAS's accredited CABs

- CABs cannot use the IAF MLA Mark in isolation from the IAS accreditation symbol.
- CABs can only use the IAF MLA Mark in combination with the IAS accreditation symbol as a combined mark. The combined mark can only be used in association with activities for which the CAB is accredited by IAS and are within the IAS IAF MLA main scopes.
- The combined mark may only be used by CABs on accredited certificates where the scope of the certificate includes an IAF MLA sub-scope.
- The combined mark may be used by CABs in letterheads, quotations for work, advertisements, or websites where the CAB is accredited within the IAS IAF MLA main scope or main scope and sub-scope.
- The CAB shall not allow its customers to use the combined mark.
- The CAB must indicate their IAS Accreditation number under the IAS symbol.

Aerospace Standard Certification Body



ASA-XXX ASA-XXX

Management Systems (IAF approved main and sub scopes only)



MSCB-XXX MSCB-XXX

Personnel Certification Body



Product Certification and Global G.A.P



Validation and Verification Body



Note 1: These examples of the "combined mark" are not intended to limit how they are to be presented. The intent is that the IAF MLA Mark is to be presented "in conjunction" with the Licensee's own logo or symbol and may be positioned under or in close proximity to the Licensee's logo or symbol to suit the Licensee.

Annex B

INSTRUCTIONS FOR USE OF THE ILAC MRA MARK

BETWEEN

INTERNATIONAL ACCREDITATION SERVICE, INC. & ACCREDITED CONFORMITY ASSESSMENT BODY (CAB)

The ILAC MRA Mark shall:

- Always be used in its original, designed proportions.
- Not be distorted, compressed or stretched in any way.
- Shall appear in close proximity to the IAS Accreditation Symbol
- Not appear in a size that renders the ILAC MRA words unreadable.
- Maintain similar proportions to the accreditation body's symbol (within the Combined ILAC MRA Mark) or the accreditation symbol (within the Accredited CAB Combined ILAC MRA Mark). As a general guideline, one dimension of the accreditation body logo/symbol, preferably the height, should be within approximately 5% of the size of the ILAC MRA Mark.
- Only be used in its normal horizontal orientation and not be rotated.
- Not have a "similar" typeface substituted for the letters within the ILAC MRA Mark, as the typeface is custom-designed artwork. The ILAC MRA Mark shall always be used as a complete ILAC MRA Mark as shown in this document for all application requirements.
- Be used on a background that will not impede readability.
- Be based upon the original artwork to ensure high-quality reproduction. Photocopies of logos from other documents shall not be used.
- The CAB must indicate their IAS Accreditation number under the IAS symbol.







CL-XXX



CL-XXX



ML-XXX



ML-XXX



PTP-XXX



PTP-XXX



RMP-XXX



RMP-XXX



SIA-XXX-NY



SIA-XXX-NY



TL-XXX



TL-XXX