



USE OF CERTIFICATES, SYMBOLS & LOGOS

Certificate of Registration

- 🌀 A Certificate issued by Citation Certification (**CC**) in no way implies that the client's product or service is approved by any Regulatory Body or Government Department.
- 🌀 A Certificate of Registration issued by Citation Certification 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 and scope as described on the Certificate of Registration.
- 🌀 Clients may advertise their current certification status in accordance with the issued certificate(s) but cannot imply or infer that certification applies to any activities or sites that are outside the scope of their certification.
- 🌀 A Certificate of Registration may be reproduced by the client (in colour or monochrome), but the content shall not be altered in any way.
- 🌀 Intentional misuse of a Certificate of Registration will result in a MAJOR Non-conformance being raised on the organisation's management system.
- 🌀 Unintentional misuse of a Certificate of Registration will result in a MINOR Non-conformance being raised on the organisation's management system.
- 🌀 If an organisation withdraws from certification, any previously issued certificates must be destroyed or returned to Citation Certification within a reasonable timeframe.
- 🌀 If an organisation's certification is suspended or withdrawn by Citation Certification, the organisation's management system certification becomes invalid. 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. If there are legal requirements or other binding conditions that require valid certification, your organisation is obligated to advise the relevant interested parties in a timely manner.
- 🌀 Clients may not use its certification in a way that would bring Citation Certification and/or its certification system into disrepute and lose public trust.
- 🌀 Adherence to the rules of use for Certificates of Registration will form part of all certification and surveillance audits.

The CC Approved Company Symbol / Logo

- 🌀 Upon successful certification, Citation Certification 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



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written consent from Citation Certification.

- 🌀 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 Citation Certification before proceeding with such labelling.
- 🌀 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 Citation Certification prior to proceeding.

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 (CC) 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 MAY ONLY BE USED in conjunction with the CC 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 Non-conformance being raised on the organisation's management system.
- 🌀 Unintentional misuse of a certification symbol/logo will result in a MINOR Non-conformance being raised on the organisation's management system.
- 🌀 During a period of symbol/logo change or update, there will be a transition period of 12 months (from first issuance of new symbol/logo to the client). After 12 months, a MINOR Non-conformance will be raised where old symbols/logos have not been removed and replaced by the client.
- 🌀 Adherence to the rules of use for symbols and logos will form part of all certification and surveillance audits.