




TASNEEF-RINA Business Assurance LLC

RULES FOR THE USE OF THE CERTIFICATE OF CONFORMITY AND CERTIFICATION MARK

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 <p>تصنيف-رينا لضمان الأعمال TASNEEF-RINA Business Assurance</p>	MANAGEMENT SYSTEM	Effectivity Date: 31 May 2020
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0.2 REVISION HISTORY

Revision No.	Date	Author	Main changes
00	15 January 2018	Irene Borlongan-Caisip	First Issued
01	29 November 2018	Yasir Ali	Added additional requirements on the use of accreditation marks/logo
02	31 March 2019	Yasir Ali	Added additional requirements on the use of accreditation marks/logo by giving reference Eiac document (Eiac-RQ-GEN-002)
02	31 March 2019	Yasir Ali	<ul style="list-style-type: none"> - Addition of a definition – 2.2, 2.3, 2.7 & 2.9 - Addition of Chapter 3 - Requirements for printing of Halal national mark, Clause 6.5 - Requirements relating to Halal Certificate mentioned in Clause 8.3, 8.4 and 8.5
03	28 Nov 2019	Yasir Ali	ENAS requirement are included in in clause no. 4.3, 7.2, 11.2 and 11.3 are included
04	15 Dec 2019	Yasir Ali	Use of accreditation logo by certified organization is updated in clause no. 4.3
05	31 May 2020	Yasir Ali	Requirement of para 9 of Eiac-RQ-GEN-002, Issue 1, Rev 2, 28 January 2020 is updated



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CHAPTER 1 AIM AND FIELD OF APPLICATION

This document defines the rules where certified organizations are required to follow in order to be authorized to use the certification mark or to make reference to the certificate issued.

These rules apply to all organizations certified (see point 2 below) by TRBA and, by signing the certification contract, the certified organisation is bound to comply with the applicable requirements of these rules.

The certification logo allows organizations certified by TRBA to demonstrate to the market, and not only that they have been certified.

CHAPTER 2 TERMS AND DEFINITIONS

For the purposes of this document, the terms and definitions given in [ISO/IEC 17000](#) and the following apply.

2.1 TRBA: TASNEEF-RINA Business Assurance (TRBA) L.L.C. is a joint venture organization that is 75% owned by TASNEEF and 25% owned by RINA Services S. p. A.; as International Certification Body based in UAE.

2.2 National Halal Certification Mark: A mark adopted by the authority (ESMA) to denote matching the Halal products to the approved standards and commitment of the facility to the requirements laid down in the UAE regulation for the control of Halal products.

2.3 Licensing with the National mark of Halal: Certificate granted by the authority to authorize the use of national mark of Halal to be placed on products, services facilities or production systems conforming to the requirements of the UAE's regulation of control over the Halal products

2.4 Authority: In this chapter, authority refers to Emirates Authority for Standardization and Metrology (ESMA)

2.5 Third-party mark of conformity


Protected mark issued by a body performing third-party conformity assessment, indicating that an object of conformity assessment (product, process, person, system or body) is in conformity with specified requirements

EXAMPLE:

Third-party marks of conformity can be: product certification marks, quality/environment management system certification marks, environmental conformity marks, etc.

Note 1 to entry: A protected mark is a mark legally protected against unauthorized use.

Note 2 to entry: The specified requirements are generally stated in "normative" documents such as International Standards, regional or national standards, regulations and specifications.

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2.6 Owner of a third-party mark of conformity

Person or organization that has legal rights to a third-party mark of conformity

2.7 Owner of a Halal certification mark

The Emirates Authority for Standardization and Metrology (ESMA) is considered the exclusive owner of the intellectual property rights of national marks of Halal and form of the Halal certificate.

2.8 Issuer of a third-party mark of conformity

Body that grants the right to use a third-party mark of conformity

Note 1 to entry: the issuer may not be the owner of the third-party mark of conformity, and may be authorized to sub-license other bodies.

2.9 Issuer of a third-party mark of conformity (Halal)

Authority who has rights to permit an organization to use Halal certification mark

Note 1 to entry: the issuer may not be the owner of the third-party mark of conformity, and may be authorized to sub-license other bodies.

2.10 Certificate: the document issued by TRBA, following the positive outcome of the verification activities, which can be defined in different ways, for example “statement”, “declaration”, etc.

2.11 Certificate of compliance and certification: the positive verification by TRBA of compliance of the system/product/personnel with the reference standard which allows the “certificate” in the above sense to be issued.

2.12 Organization: client, the subject which stipulates the contract with TRBA and to which the requirements of these rules apply.

2.13 System/product/personnel: the system, product or personnel subject to verification by TRBA, as specified in the contractual documents.

CHAPTER 3 REQUIREMENTS FOR USE OF THE HALAL NATIONAL MARK BY CERTIFIED ORGANISATIONS

In case of Halal certification, License is required by organizations to use National Mark of Halal, which is issued by Emirates Authority for Standardization and Metrology (ESMA), the authority has intellectual property rights of national mark of Halal.

3.1 INTELLECTUAL PROPERTY RIGHTS OF THE NATIONAL MARK OF HALAL

3.1.1 The authority is considered the exclusive owner of the intellectual property rights of national mark of Halal and the form of the Halal certificate.

3.1.2 The facility obtains the approval of the authority for the location and method of placing the national mark of Halal on the product

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3.1.3 The facility has the right to use the national mark of Halal in the advertisement for the product on various media during the period of validity of the license

3.1.4 The national mark of Halal is to be printed, etched or stuck on the product data label in an indelible manner and in the absence of sufficient space on the product label or if the product does not allow to directly put a label on it, it could be printed, etched or glued in any method approved by authority.

The major process steps to achieve this license for use of National Mark of Halal are mentioned below:

3.2 APPLICATION REQUIREMENTS FOR THE LICENSE TO USE NATIONAL MARK OF HALAL

The following requirements must be available to apply for a license to use the national mark of Halal

3.2.1 The facility shall be officially built and licensed

3.2.2 The standard specification approved for the products concerned should be available and the facility must abide to the conformity.

3.2.3 Halal certification must be available to the products concerned, issued from the approved conformity assessment body (Halal certification body)

3.2.4 The facility must hold a certificate in the appropriate quality management systems approved by the authority and apply an effective system that ensures the UAE's regulation requirements for the control of Halal products

3.2.5 The facility should provide all the necessary facilities to the accredited inspectors on application of the initial and periodic inspection and at any time, and provide them with all the required information, including the followed quality assurance methods and records related to production and conformity upon request.


3.2.6 The facility after meeting the licensing requirements of the mark applies for the license application or renewal application that includes its commitment to a plan of supervision and control and determines the amount of the annual production of the product.

3.2.7 The facility undertakes that all data provided to the approved conformity assessment body (Halal Certification body) are correct.

3.2.8 License to use the national mark of Halal is valid for a period of three years and may be renewed at the request of the facility and is submitted accompanied with the prescribed renewal costs at least two months before the expiration date of the term of the previous license.

3.3 TECHNICAL EVALUATION

3.3.1 The authority ensures the UAE's regulation requirements for control of Halal products.

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3.3.2 The authority approved the Halal certification body which will oversee the implementation of the requirements of this regulation to the facilities

3.3.3 The approved Halal certification body after studying the application recommends to the authority to accept or reject the application of the facility.

3.3.4 The authority shall examine the results of the evaluation and pass a decision to grant the license to use the national mark of Halal

3.3.5 The authority informs the facility with the decision to grant the national mark of Halal and issue the license certificate.

3.4 PROTECTION OF THE NATIONAL MARK OF HALAL:

3.4.1 The mark is registered in accordance with the laws and legislation in force in the state.

3.4.2 The Halal mark is awarded to specific product and may not be switched to other products in any way.

3.4.3 The authority and the approved Halal certification body in coordination with the concerned authorities, take the legal actions against the facility licensed for use of the national mark of Halal if it is proved that it has been put on unlicensed products

3.4.4 It is prohibited to use of the national mark of Halal or announce that it was obtained by any of the means of media, without obtaining a license from the authority.


CHAPTER 4 REQUIREMENTS FOR USE OF THE LOGO BY CERTIFIED ORGANISATIONS

4.1 Authorization to use the TRBA certification logo, in accordance with the criteria of these rules, is granted to organizations which have positively completed the certification process.

4.2 Except what is specifically stated in the TRBA Rules related to the provision of individual services or in other applicable rules, use of the logos is to refer exclusively to the services, products or management aspects subject to verification by TRBA and to which the certificates of compliance issued by TRBA refer.

4.3 An organization which has successfully completed the certification process is authorized to use the certification logo on documents/other materials such as: stationery, advertising material, publications, presentations, headed paper, business cards (Except ENAS logo), web sites, invoices, transport documents, posters and signs of the organization, company vehicles, in accordance with the conditions given below (except for any changes to be agreed in advance with TRBA). The certification logo is to be used together with the mark and/or business name of the certified organization.

4.4 Any use not expressly covered by the TRBA Rules related to individual services, by contracts or by other applicable legislation, is to be previously authorized in writing by TRBA.

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4.5 An organization may not, under any circumstances, transfer the right to use the TRBA certification logos to third parties.

4.6 On request, an organization may be provided with a certification logo which combines the different system/product certificates obtained from TRBA.

4.7 If the certification logo is used on web sites, it is not possible to add a link to the TRBA site.

CHAPTER 5 RULES FOR LOGOS RELATED TO SYSTEM CERTIFICATION

5.1 The system certification logo must not, in any way, be confused with a product certification mark.

5.2 Except as regards what is specifically covered by the TRBA Rules for the certification of management systems related to individual services provided or in other applicable legislation, the TRBA logos related to system certification shall not be used on a product, product packaging, type labels on product, identification plates on product, adhesive tape on product, laboratory reports and certificates, medical reports, test reports and certificates, calibration or inspection reports and certificates, planimetry or technical reports.

Only on product packaging and / or in accompanying information, it is possible to use one of the following statements:

“Name or Brand of certified Organization” has a “type of management system (e.g. Environmental Management System)” **certified by TASNEEF-RINA Business Assurance in compliance with the standard XXXX (e.g. ISO 14001)**” or

“This product has been manufactured by “Name or Brand of the Certified Organization” in a plant whose “type of management system (e.g. Environmental Management System)” has been certified/registered as complying with “Standard (e.g. ISO 14001)” by TASNEEF-RINA Business Assurance.

Organization shall have obtained previously authorization from TRBA before using any other different statement.


Product packaging is considered as that which can be removed without the product disintegrating or being damaged.

Accompanying information is considered as separately available or easily detachable.

The organization must ensure that certification may not be intended as covering other product types or lines or production units other than those covered by certification.

5.3 If certification refers to only a part of the company’s facility, sites or processes, use of the logos must make it clear that certification does not refer to the whole organization.

In particular, if some of the organization’s operational units/production lines, mentioned in the document to which the TRBA certification logo will be affixed, are not undergoing certification, it

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will be necessary to put below the logo the certificate number and the list of operational units/production lines covered by certification.

CHAPTER 6. RULES FOR LOGOS RELATED TO PRODUCT CERTIFICATION

6.1 Except about the rights established in the various Rules or in other applicable legislation, the TRBA logos related to product certification can be used by organizations which have obtained certification from TRBA, which will provide the organization with a logo model and related characteristics.

6.2 Any type of reproduction which an organization intends to put on products, commercial documents, labels, packaging, etc. is to be submitted for prior TRBA approval.

6.3 The advertising must be truthful and must not give rise to doubts or false interpretations concerning the type, category, characteristics and performance of the products concerned. Furthermore, it must be prepared to avoid any misunderstanding between marked and non-marked products and the organisation must ensure certification is not understood as covering products not included on the certificate issued by TRBA.

6.4 Following the issue of the product Certificate of Conformity, an organization is authorized to identify the certified products with the TRBA Quality Mark or, alternatively, with the TRBA company logo.

6.5 The Halal national mark may be printed clearly on all certified Halal products and labelled on each box/package after its acquisition (3.3), It can also be exhibited at the entrance of the certified establishment. (TRBA Halal logo could not be used on Halal products, it is only for restricted uses like Halal certificate issued by TRBA)

6.6 Except where established otherwise at the time of issue of the Certificate of Conformity, the Quality Mark/TRBA logo is engraved or indelibly stamped on every product for which use has been authorized; depending on the size or type of product, authorization may be given to affix the mark to the smallest container in which the product is marketed or to use special labels. Other methods of affixing the Quality Mark/logo, proposed by the organization, in view of the characteristics of the product, may be accepted by TRBA.

6.7 The Quality Mark/logo may be reproduced in any size provided it is clearly legible, in the opinion of TRBA, and provided the mark/logo is a faithful reproduction of the original. For the reproduction of the Quality Mark, reference is to be made to the specific TRBA Rules for the issue of the Certificate of product conformity and pertinent concession of the License to use the Quality Mark.

6.8 The number of the Certificate of Conformity is always to be placed beside the TRBA Mark or logo. Moreover, in general, the organisation is to clearly indicate, close to the Mark, the details of the reference standard (including its edition) based on which the product has been certified.

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6.9 The method of affixing the Quality Mark is to be examined in advance by TRBA.

6.10 During the audits of the organisation, TRBA checks use of the Mark/logo by examining the organisation's documents, catalogues and web sites, packaging, wrapping as well as the products themselves, both at the production plant and on the market.

CHAPTER 7. RULES FOR LOGOS RELATED TO THE CERTIFICATION OF PERSONNEL

7.1 Unless otherwise established in individual Rules or in other applicable standards, the TRBA logos related to the certification of people can be used by those who have obtained certification from TRBA, which provides the organisation with a model of the logo and its characteristics.

7.2 The organization can affix the certification logo on commercial documentation relevant to services which are included in the certification issued to the professional, on business cards (Except ENAS logo), headed paper, Internet sites, e-mail messages, professional social networks.

7.3 Advertising of the mark must be truthful and must not give rise to doubts or misinterpretations concerning the professional context concerned. Moreover, it must be drawn up so as to avoid misunderstandings between professional services subject to certification and those not subject to it; the organisation must ensure that certification is not understood as covering professions or professionalism which do not come under the certification issued by TRBA.

7.4 The mark can be reproduced in any size provided it is clearly legible, in the opinion of TRBA, and provided the mark/logo is a faithful reproduction of the original. The facsimile of the mark is contained in the pertinent TRBA documents (in the specific Rules of the certification scheme, where foreseen).

7.5 The full name of the certified person and the number of the Certificate of Compliance are always to be indicated beside the mark. Moreover, the organisation is generally to give detailed indications, clearly shown close to the mark, of the reference standard (including its edition) based on which the person was certified.

7.6 During the audits, carried out for maintenance and/or renewal of the certificate, TRBA checks the use of the Quality Mark/logo by examining the organisation's documents and web sites, appropriately supplied by the candidate.

7.7 The certified person undertakes to use the mark in compliance with the TRBA Code of Conduct, the rules of the certification scheme, where foreseen, and with these Rules.

7.8 If the certification scheme includes the issue of a certificate or card, the professional undertakes to use this instrument in compliance with the TRBA Code of Conduct, the rules of the certification scheme, where foreseen, and with these Rules.

7.9 Certified people are required to underwrite these Rules, as indicated in paragraph 11.

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CHAPTER 8. SUSPENSION OR WITHDRAWAL OF THE CERTIFICATE

8.1 Organizations may only use the logos during the validity of the Certificates of Conformity issued by TRBA.

8.2 An organization who's a management system certificate has been suspended can use the TRBA certification logo on all documents/items to which it was affixed and throughout the suspension period of the certificate.

For product and personnel certification an organization whose certificate has been suspended must cease immediately to use the TRBA certification logo on all documents/items to which it was affixed and throughout the suspension period of the certificate.

8.3 A certified organization whose certificate has been revoked in relation to a specific scheme must cease altogether to use the Halal mark (In Halal Certification) or TRBA logo for the scheme in question, in any form, product and place.

8.4 If the certificate is revoked in relation to a scheme, TRBA informs the organization in writing that the certification logo / Halal mark can no longer be used in any form or place allowed by these Rules (products, wrapping, packaging, movable assets and real estate, headed letter paper, technical, commercial, advertising documentation, etc.).

8.5 In the case of product certification, if the certificate has been suspended or revoked and the producer has to dispose of products in the warehouse which already have the TRBA logo/Halal mark, these may be marketed until the supplies run out, provided they were manufactured during the period of validity of the certificate.


CHAPTER 9. SANCTIONS

9.1 Any breaches of these Rules by certified organizations, where applicable, will be sanctioned by TRBA through the adoption of the following measures, in increasing order of severity:

- a. written warning with a request to take the necessary steps and corrective action;
- b. if the above steps and corrective action are not taken or are inadequately taken or the error continues to be made: the certificate of the certified organization will be suspended for a period commensurate with the seriousness of the situation of noncompliance;
- c. if noncompliance persists and/or breaches continue beyond the end of the suspension period: the certificate is revoked;

9.2 For each breach of the rules related to use of the logo contained in this document, in contracts, in TRBA Rules relevant to individual services provided or in any other applicable regulations, the organization will be required to pay TRBA a fine of 30,000 Dollars.

Moreover, TRBA has the right to claim compensation for any further damage suffered, in whatsoever capacity, related to the improper use of the logos by organizations.

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9.3 TRBA reserves the right to make the checks it considers most appropriate to verify that the logos are used in compliance with these Rules and with any other applicable regulations, also asking the organization to show documentation such as catalogues, packaging, headed letter paper, etc. If the organization unjustifiably refuses to show TRBA what the latter requests, this will lead to implementation of what is stated in the next paragraph.

If the requirements contained in points 4 to 6 above are not complied with, TRBA will have the right to terminate the contract for the provision of services.

9.4 Notwithstanding the above, TRBA reserves the right to report any misuse of its logos on its web site.

CHAPTER 10. FORMAT AND COLOUR OF THE LOGOS

10.1 The TRBA certification logos can be reproduced in real size, bigger or smaller, provided the proportions are maintained and legibility is ensured.

The logos may not be partially reproduced.

10.2 The certification logo is available in two formats, .eps and .jpg, in black and white and in color.





The .jpg format should be used for Word documents (and web sites) and can be paged by following the standard extraction procedure "Insert/Image/From file". The image extracted in this way may be altered in size in relation to page layout requirements provided the width of the mark is not less than 3.5 cm and the resizing procedure does not change the proportions of the image, to avoid any "stretching" or distortion of the mark¹.

The .eps format is a multiplatform standard format, used exclusively for printing and, therefore, recognized by all printers. It is the ideal format to obtain a high-quality print and to guarantee it is perfectly legible on any kind of surface. As it is designed using specific programs for the processing of vectoral images, the image can only be seen by those who have these programs. Also, in this case, to ensure legibility, the certification logo may be paginated for printing, bearing in mind that the width of the printed image must not be less than 2.5 cm.


The certification logo is available, on request, in a different resolution, for specific needs.


¹ The resolution of this format is not suitable for high definition reproduction and printing, for which the .eps format should be used.

10.3 The certification logo may be reproduced in uniform black or in color (Pantone 356 C and Pantone 5265 C)

Color	Pantone	C	M	Y	K	R	G	B
	Green 356 C	85	15	100	03	8	152	72
	Blue 5265 C	96	100	12	05	55	50	131
	Black Black (100%K)	0	0	0	100	0	0	0
	White 000 C	0	0	0	0	255	255	255

The RINA logo, if present, may be reproduced in uniform black or in color (Pantone 3025 and Pantone 172), can be reproduced as follows.

Color	Pantone	C	M	Y	K	R	G	B
	Blue - RINA 3025	100	27	10	56	0	79	113

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E.g.: Figure no.2 – Mark (draft)



Figure no. 2

10.4 Accreditation Body's Logo

10.4.1 For format, colors and other requirements of Accreditation body's logo (EIAC, ENAS, ANAB, ACCREDIA), guidelines may be obtained from regulatory affairs coordinator.

10.4.2 Accreditation body's symbol shall not be more prominent than logo of the TRBA

10.4.3 Accreditation number shall be printed centrally underneath accreditation bodies logo if necessary. For Example, the format to use EIAC's accreditation number is following:

"XXX-CB-ABCDE" Whereas, XXX is serial number for the specified scope and ABCDE is Accredited Management System Certification like QMS, EMS, FSMS etc


10.4.4 If there is accreditation from different accreditation bodies for a single management system, accreditation symbols / logos should not be mentioned together on a certificate. However, a separate certificate could be issued with accreditation symbol of another accreditation body

CHAPTER 11. CRITERIA FOR USE OF THE MARK OF ACCREDITATION BODIES BY USERS OF ACCREDITED CERTIFICATION SERVICES

11.1 The wording "Users of accredited certification services" means the clients of accredited bodies organizations which are holders of company management system certificates, organizations which hold product certificates (licensees of certification marks), certified individuals (professional figures). TRBA logo under certain accreditations will be accompanied by RINA when RINA Services S.p.A. is the owner of accreditation.

11.2 If authorized by the accreditation body, organizations which have a valid certificate issued by TRBA can also use the mark of that specific body (i.e. ACCREDIA, EIAC, ENAS, ANAB).

11.3 Use of an accreditation body's mark is only allowed in combination with the TRBA certification logo and must be used in compliance with the Rules for the use of the accreditation mark, available on the website of the respective accreditation body with the exception ENAS accreditation mark: For example for use of EIAC accreditation symbol, users has to refer following EIAC document: "The Conditions for the Use of EIAC Accreditation Symbol and ILAC MRA/IAF MLA Marks (EIAC-RQ-GEN-002). TRBA logo under certain accreditations will be accompanied by RINA when RINA Services S.p.A. is the owner of accreditation. Therefore, the holder of a specific type of certificate, related to an accreditation scheme, must never use the accreditation mark without the TRBA mark/certification logo.

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The accreditation body's logo must not be confused with that of the certification body. TRBA logo under certain accreditations will be accompanied by RINA when RINA Services S.p.A. is the owner of accreditation.

11.4 The mark of an accreditation body must not be used in such a way as to suggest the accreditation body certified or approved the company management system, product or personnel of a holder of accredited certification or in any other misleading way.

11.5 In the case of company management system certification, neither the TRBA mark/logo nor the accreditation body's mark are ever to be affixed separately or together on the products manufactured or supplied by the holders of the certificate and on their packaging or wrapping (primary).

11.6 Except where specified otherwise in the Rules of the various accreditation bodies, use of the mark of these bodies is allowed, together with that of TRBA, on headed letter paper and documents in general (except all technical documentation concerning the manufactured products) or on goods and instrumental means used to develop the processes which come under the certified management system (such as commercial vehicles, buildings, work clothes and similar), excluding items which are configured as products subject to specific certification, especially if mandatory or regulatory (machines, tools, personal protective equipment, etc.).

For use on goods and instrumental means, the combination of the two marks/logos must be accompanied by wording such as "Organization with certified management system, indicating the reference standard of the certified system (i.e. UNI EN ISO 9001)" (more than one standard may be given for clients who have several system certificates). TRBA logo under certain accreditations will be accompanied by RINA when RINA Services S.p.A. is the owner of accreditation.

11.7 Except where otherwise stated in the rules of the different accreditation bodies, the test reports and/or calibration certificates issued by laboratories, whose company quality management system has been certified by TRBA under accreditation, must never contain either the accreditation mark of the accreditation body together with that of TRBA or even simply the TRBA mark/logo.

11.8 In the case of product/service certification, the certified organization has the right to use an accreditation body's mark on products, related packaging and wrapping, in accordance with the conditions established in these Rules.


11.9 In the case of service certification, an accreditation body's mark may be affixed, together with that of TRBA, to instrumental means used to provide the service, with the additional wording "certified service".

In the case of services only partially certified, the wording must also include the necessary restrictions (limited to).

The combination of the two marks/logos on technical documents, catalogues and advertising material must only be placed by the products/services which come under the accreditation scope.

11.10 In the case of product certification where the size of the product and packaging/wrapping do not allow the limitations concerning size of the accreditation body's mark to be respected, when applicable, the following requirements apply to use of the accreditation body's mark together with that of TRBA:

- a tag reproducing the accreditation body's mark together with that of TRBA, even reduced so as to comply with the proportions and provided it is visible, is to be affixed to the product or packaging/wrapping. If it is impracticable, the label may be affixed to the primary packaging (e.g: Blister Pack) but not to the secondary packaging (e.g: Outer, Transit pack) or

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- the certificate holder must take the necessary steps to ensure that, at the time of wholesale or retail trade of the product, a poster is displayed which reproduces the accreditation body's mark together with that of TRBA, also bigger compared to the maximum dimensions of the accreditation body's mark but always maintaining the proportions.

11.11 Use of the accreditation body's mark, the TRBA mark/logo or the combined marks is forbidden on all technical documentation which refers in some way to the product, when an organization has a certified management system (i.e.: statements of conformity for CE marking purposes).

11.12 The certified clients are not allowed to use IAF MLA Mark or Accredited Combined IAF MLA Mark

11.13 In the case of personnel certification, use of the accreditation body's mark is granted to the holder of the certificate, together with the TRBA certification mark/logo, on business cards, headed letter paper and other documentation of the said person.

11.13 Use of an accreditation body's mark by organizations certified by TRBA must cease immediately in the case of surrender, suspension or revocation of the TRBA certificate; in such cases, the organization must eliminate the logo from all documents to which it was affixed.

CHAPTER 12. HOW TO OBTAIN THE LOGOS

12.1 To obtain the TRBA certification or accreditation body's logos, the local TRBA office is to be contacted.

CHAPTER 13. SIGNATURE AND STAMP OF THE ORGANISATION/APPLICANT CONFIRMING ACCEPTANCE

13.1 People (individuals or part of an organization) applying for people certification are required to underwrite these Rules:

Name.....

Surname.....

Role.....


Business name.....

Read and Approved

Place..... Date:/...../.....

Signature.....

Stamp

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CHAPTER 14. ANNEX

Annex A - Certificate Template

Annex B - Mark Model Template

Annex C – TRBA-R04-F-01-XX-XXXX; Checklist for Certificate Document