

## METHODICAL GUIDELINE FOR ACCREDITATION

### MSA-02

## SNAS LOGO AND MARKS

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## 1 INTRODUCTION

This Methodical Guideline specifies the SNAS logo, logo EA, ILAC MRA, IAF MLA marks, SNAS accreditation marks, SNAS notification mark, combined ILAC MRA and IAF MLA marks of accredited body, text reference to accreditation (notification) and the status of a MLA/MRA signatory and lays down the principles of their use and legal protection.

## 2 ABBREVIATION USED

CAB	Conformity Assessment Body
EA	European co-operation for Accreditation
EA MLA	EA Multilateral Agreement
IAF	International Accreditation Forum
IAF MLA	IAF Multilateral Recognition Arrangement
ILAC	International Laboratory Accreditation Co-operation
ILAC MRA	ILAC Mutual Recognition Arrangement
SLP	Good Laboratory Practice – GLP
SNAS	Slovak National Accreditation Service

## 3 RELATED DOCUMENTS

<b><u>Document marking</u></b>	<b><u>Document name</u></b>
ISO/IEC 17011: 2017	Conformity assessment - Requirements for accreditation bodies accrediting conformity assessment bodies
IAF ML 2: 2023	General Principles on Use of the IAF MLA Mark
IAF PL 8: 2023	Rules for the Use of the IAF Logo
IAF PL 9: 2023	General Principles for the Use of the IAF CERTSEARCH Mark
IAF Resolution 2015-14	Non-Accredited Certification Where the MS CB is Accredited for the same scope
IAF Resolution 2016-17	Accredited MS Certification Document
IAF Resolution 2017-19	Non-Accredited Personnel Certification where the CAB is accredited for the same scope and Transitional Arrangement
IAF Resolution 2018-13	Non-Accredited Product Certification where the CAB is accredited for the same scope
ILAC-P8: 11/2023	ILAC Mutual Recognition Arrangement (Arrangement): Supplementary Requirements and Guidelines for the Use of Accreditation Symbols and for Claims of Accreditation Status by Accredited Conformity Assessment Bodies

ILAC-R4:10/2016	Use of the ILAC Logo and Tagline
ILAC-R7:05/2015	Rules for the Use of the ILAC MRA Mark
EA-1/19 A-AB: 2022	Rules for Use of the EA Logo and Graphic Specification
EA-3/01 M: 2025	EA Conditions for the Use of Accreditation Symbols, Logos and other claims of accreditation and reference to EA MLA Signatory Status
EA-1/06 A-AB: 2022	Multilateral Agreement. Criteria for signing. Policy and procedures for development
Act No. 53/2023 Coll.	Act on the Accreditation of Conformity Assessment Bodies

## 4 TERMINOLOGY

This Guideline uses technical terminology introduced in the reference normative documents (see Section 3).

In addition:

**Accredited body** – a conformity assessment body (CAB), to which an accreditation decision and an accreditation certificate are issued based on the demonstration of compliance with accreditation requirements.

**Accredited workplace** – a workplace of an accredited body competent (authorized) to perform accredited activity in the full scope of accreditation or its part.

**Accredited report/certificate** – general term used to refer to the means by which the CAB presents the result(s) of conformity assessment according to the applicable standard used for accreditation. This contains results covered by the CAB's accreditation scope and displays the accreditation symbol or an equivalent reference to accreditation. Throughout the text it should read report and/or certificate and/or statement as applicable, even if only report is mentioned.

**Notified body** – a body who has been issued a valid certificate of compliance of the activities of an accredited body with individual notification requirements for a specific area of authorized technical activities established by Act No. 146/2023 Coll. on air protection and on amendments and supplements to certain acts, issued by the national notification authority.

**Notification mark** – SNAS notification mark demonstrating that the CAB meets the notification requirements under the relevant legislative regulation (e.g. Act No. 146/2023 Coll. on air protection and on amendments and supplements to certain acts) in cases where SNAS is the national notification authority (see Article 5.1.7).

## 5 LOGO AND MARKS

### 5.1 GENERAL PROVISIONS FOR LOGO AND MARKS

#### 5.1.1 SNAS logo

The logo of the Slovak National Accreditation Service (SNAS) is an official symbol, which represents SNAS and can only be used by SNAS in the performance of its activities in terms of Section 3, Paragraph (6) of Act No. 53/2023 Coll. on the accreditation of conformity assessment bodies (hereinafter referred to as the "Act on Accreditation").

The SNAS logo consists of a letter abbreviation of the name "Slovak National Accreditation Service" above the three-colour white-blue-red stripe, placed to the right of the national emblem of the Slovak Republic.



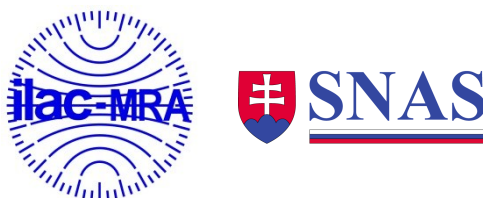
The SNAS logo template is shown in Annex No. 2 of the Accreditation Act. Legal protection of the SNAS logo is ensured by the Accreditation Act.

#### 5.1.2 Combined ILAC MRA mark

Combined ILAC MRA mark provides information that SNAS is a signatory to the ILAC Mutual Recognition Arrangement ILAC MRA and at the same time signed an Agreement with ILAC on use of the combined ILAC MRA mark.

Combined ILAC MRA mark consists of:

- ILAC MRA mark,
- SNAS logo.



**SNAS has an exclusive right** to use the combined ILAC MRA mark.

*Note: The ILAC MRA mark is registered as a global/graphic mark and is owned by ILAC. The ILAC MRA mark is associated with the ILAC Mutual Recognition Agreement (MRA) and may only be used separately by ILAC and recognized regional cooperation bodies.*

#### 5.1.3 Combined IAF MLA mark

Combined IAF MLA mark provides information that SNAS is a signatory to the IAF Multilateral Recognition Arrangement MLA and at the same time signed an Agreement with IAF on the use of combined IAF MLA mark.

Combined IAF MLA mark consists of:

- IAF MLA mark,
- SNAS logo.



**SNAS has an exclusive right** to use the combined IAF MLA mark.

#### 5.1.4 SNAS accreditation marks

The SNAS accreditation mark demonstrates that the CAB has been accredited by SNAS.

The accreditation mark of the Slovak National Accreditation Service consists of a logo, registration number "Reg. No. xxx/x-xxx", where the first three digits xxx are the membership number of the registered member of the Slovak National Accreditation Service and the second number x-xxx is the number of the accreditation certificate, and a blue frame around the logo of the Slovak National Accreditation Service and the registration number.



The accreditation certificate number x-xxx consists of a letter abbreviation x referring to the field of accreditation and a three-digit number xxx. The fields of accreditation are:

- K – calibration laboratory,
- S – a testing laboratory or medical laboratory accredited according to ISO/IEC 17025,
- M – medical laboratory accredited according to ISO 15189,
- T – proficiency testing provider,
- I – inspection body,
- P – certification body certifying products,
- Q, R – certification body certifying managements systems,
- O – certification body certifying persons,
- SK-V – environmental verifier,
- V, VV – validation and verification body in a regulated, unregulated area.

*(Note: Environmental verifier receives a letter abbreviation with a four-digit number, the code referring to the international EMAS programme requirement.)*



The legal protection of the SNAS accreditation mark belonging to individual accredited bodies is ensured by the Accreditation Act.

External service providers of an accredited entity who are not accredited by SNAS may not use the accreditation mark.

Applicants for accreditation may not use the accreditation mark.

The accreditation mark may only be used by the accredited body under the name or registered business name of the legal entity that holds the accreditation.

Accreditation marks may not be placed on products or items that have been subject to conformity assessment (except calibration/inspection/reference material labels).

#### 5.1.5 Combined ILAC MRA mark of accredited body

**Combined ILAC MRA mark of accredited body** is granted by SNAS to an accredited body based on “Licence Agreement for the use of the combined ILAC MRA mark of accredited body”.

This mark provides information that an CAB, which issued a test report, calibration certificate, inspection report/certificate or other document, is accredited by a signatory to the ILAC Mutual Recognition Arrangement (ILAC MRA).

Combined ILAC MRA mark of accredited body consists of:

- ILAC MRA mark,
- SNAS accreditation mark.



#### 5.1.6 Combined IAF MLA mark of accredited body

**Combined IAF MLA mark of accredited body** is granted by SNAS to an accredited body based on “Licence Agreement for the use of the combined IAF MLA mark of accredited body”.

This mark provides information that the CAB that issued a certificate or other document is an accredited signatory to the IAF Multilateral Recognition Arrangement (IAF MLA).

Combined IAF MLA mark of an accredited body consists of:

- IAF MLA mark,
- SNAS accreditation mark.



### 5.1.7 SNAS Notification mark

The SNAS notification mark demonstrates that the CAB fulfils the notification requirements according to the relevant legislative regulation pursuant to MSA-04 in cases where SNAS is the notifying authority.

The SNAS notification mark consists of:

- SNAS logo,
- registration number „Reg. No. xxx/N-xxx“, where the first three digits xxx are the membership number of the registered SNAS member and the second part of the number N-xxx gives the number of the relevant certificate on fulfilment of the notification requirements under the relevant legislation,
- blue frame around the SNAS logo and the registration number.



The certificate number N-xxx consists of a letter abbreviation N referring to the fulfilment of notification requirements and a three-digit number xxx.

### 5.1.8 Other marks

SNAS grants to the test facilities that have received a certificate of compliance with the principles of good laboratory practice, the right to use the following mark on the documents from non-clinical studies:



The mark for Good Laboratory Practice consists of:

- SNAS logo,
- Registration number “Reg. No. xxx/G-xxx“, where the first three digits xxx represent the membership number of the registered SNAS member and the second group G-xxx gives the number of the relevant Statement of GLP Compliance,

- The blue frame around the SNAS logo and the registration number.

## 5.2 CONDITIONS FOR THE USE OF LOGO AND MARKS

### 5.2.1 SNAS logo

The SNAS logo can be used **exclusively** by SNAS personnel in connection with the official activities of SNAS.

SNAS logo is used:

- on official SNAS documents,
- in the letter-head of SNAS' official correspondence,
- on the business cards of SNAS personnel,
- in promotional materials and publications issued by SNAS,
- in presentations, at training sessions and other events organised by SNAS or in the name of SNAS,
- on SNAS web sites.

Other use of the SNAS logo is only allowed on the basis of a written application approved by the SNAS director.

The logo must not be used in situations that could harm or belittle the good name of SNAS.

SNAS logo must not be:

- misleading,
- used in a manner that would suggest that SNAS has approved a product, service or training or that these are covered by accreditation,
- used without the permission of SNAS by any accredited or non-accredited CAB. The SNAS permission is granted only upon written request, CAB to reasoned intention to use the SNAS logo. The SNAS issues permission and provides an electronic version of the SNAS logo only under individually set and further monitored conditions.

Reproduction rules for using the SNAS logo are given in Section 5.3.

### 5.2.2 EA logo

The EA logo (*NB: this is not EA MLA mark*) may use only the EA Secretariat and EA committees in colour or black and white versions (solo, horizontal, vertical).



SNAS as EA member and signatory EA MLA must seek and gain permission from the EA Secretariat before using the EA logo e.g. for EA promotional banners, Newsletters, PowerPoint presentation materials, Press releases.

### 5.2.3 ILAC logo

ILAC logo can be used by SNAS as a full member of ILAC in colour or black and white version



only:

- based on written authorization from ILAC,
- for specific promotion of ILAC,
- where next to the logo there is specification of the membership category in ILAC (full member of ILAC, ...),
- if it is not misleading or used in a situation that could harm or diminish the reputation of ILAC or that would suggest confirmation of approval for a product, service or person,
- if using ILAC logo on the ILAC documents, which are translated from English into another language, such document will contain a statement that the English version of the document prevails.

SNAS as a full member of ILAC may use an advertising slogan of ILAC only insofar as its text remains in English language:



When SNAS refers to the website of ILAC, it must use the logo “ILAC web link”,



which was created specifically for the purpose of links to the ILAC website from the websites of ILAC members.

Suspension or withdrawal of membership in ILAC **cancels the authorization or the right** of SNAS to use the ILAC logo and the advertising slogan of ILAC.

Reproduction rules for use of the ILAC logo are given in Section 5.3.

#### 5.2.4 IAF logo

The IAF logo cannot be used by any IAF member or by an accredited body on its documents under any circumstances, without permission. The IAF logo can only be used by the IAF Board and Secretariat to identify the IAF documents.



If the IAF logo is used on an IAF document translated from English into another language, the document must include a statement confirming that the English version of the document is the authoritative version.

If the IAF logo is incorporated into any documents that are distributed electronically, those documents shall be distributed in Portable Document Format (PDF).

#### 5.2.5 Combined ILAC MRA and IAF MLA marks

SNAS is authorized to use the combined ILAC MRA mark under the **Agreement for the use of the ILAC MRA mark** concluded between ILAC and SNAS. Using the combined ILAC MRA mark is governed by the rules set out in the relevant ILAC documents (e.g. ILAC-R7), in the said agreement and must be in compliance with the scope of ILAC MRA, to which SNAS is a signatory.

SNAS is authorized to use the combined IAF MLA mark under the **Agreement for the use of the IAF MLA mark** concluded between IAF and SNAS. Using the combined IAF MLA mark is governed by the rules set out in the IAF documents (e.g. IAF ML 2) and in the said agreement and must be in compliance with the scope of IAF MLA, to which SNAS is a signatory.

SNAS may use the IAF logo only for specific promotion of the IAF. In doing so, it must also use its own logo (the combined IAF MLA mark). It is not possible to use only the IAF logo separately.

If SNAS states on its website or in its publications that it is a member of the IAF, it must state the type of membership (Accreditation Body).

Permission to use the combined IAF MLA mark and ILAC MRA mark, granted to SNAS is **non-transferable**.

SNAS **may** use the combined IAF MLA and ILAC MRA marks:

- only for areas of accreditation, which are covered by ILAC MRA or IAF MLA agreements, to which SNAS is a signatory,
- on certificates of accreditation, on the letter-heads, price quotations, promotional materials, websites and on business cards.

SNAS **may not use** combined IAF MLA and ILAC MRA marks:

- in a way that suggests that ILAC/IAF accepts responsibility for activities performed within the scope of accreditation,
- if the membership of SNAS in IAF or in ILAC has been suspended, withdrawn or terminated,
- if its signing of IAF MLA or ILAC MRA has been revoked or suspended,
- if the agreement between IAF or ILAC and SNAS on the use of combined IAF MLA or ILAC MRA mark has been terminated.

In view of the above also applies that:

- SNAS does not use any combined IAF MLA mark or ILAC MRA mark in header of the accreditation certificates, i. e. the header of all SNAS accreditation certificates contains only the SNAS logo and its name. SNAS uses references to MLA / MRA signatories on the issued certificates in accordance with Article 6.2.

#### 5.2.6 Accreditation and notification mark

When a CAB's customer requires an activity, which is covered by the CAB's scope of accreditation, it is an implicit expectation of the customer to get an accredited report/certificate.

So, for conformity assessment activities that are covered by the CAB's scope of accreditation, the CAB **shall issue** an accredited report/certificate unless explicitly agreed in a legal or documented arrangement between the CAB and its customer. In these cases, the CAB shall inform its customer that such reports/certificates are not accredited reports/certificates and are consequently not covered by EA MLA.

However, this last option cannot be used if the output documents containing the results covered by the scope of accreditation are in areas where accreditation is mandatory by law or contractual terms, or if they are to be sent to third parties (the public or authorities). In such cases, the use of the accreditation mark or reference to accreditation is mandatory, unless legal or regulatory requirements prevent this.

Documented agreements with customers on non-issuance of accredited outputs must be archived by the CAB and submitted to SNAS upon request.

*Note:* Accredited report/certificate is a report or a certificate containing conformity assessment results covered by the CAB's accreditation scope and bearing the accreditation symbol or an equivalent reference to accreditation. (Paragraph 6.1 MSA).

**To use the accreditation mark** or the reference to accreditation on the certificates to be considered accredited, including the identification of the accreditation body, **is obligatory** for:

- Certification Bodies certifying management systems, certification bodies shall issue accredited certificates if they concern scopes for which they are accredited,
- Certification Bodies certifying persons, certification bodies shall issue accredited certificates if they concern scopes for which they are accredited,
- Certification Bodies certifying products, certification bodies shall issue accredited certificates if they concern scopes for which they are accredited,
- Validation and verification bodies shall issue accredited statements if they concern scopes for which they have been accredited

Besides that, is also in force that accredited Certification Body certifying persons, accredited Certification Body certifying management systems and accredited Certification Body certifying products must not issue non-accredited certificates in scopes for which they are accredited.

The accredited CAB (notified CAB) is responsible for the appropriate and correct use of the accreditation mark (notification mark) within the field and scope of accreditation (notification) granted. In this context the accredited CAB (notified CAB) shall set out the principles for the use and protection of granted accreditation marks (notification mark) in accordance with these guidelines. The CAB must monitor their use, take appropriate control measures and prevent any misuse or misleading use by itself or by its clients.

A CAB, to which SNAS issued a certificate on fulfilment of notification requirements in accordance with the relevant legislative provisions, uses the notification mark on the reports, certificates or other corresponding documents on results of authorized measurement, calibration, testing, inspection of compliance and on the results of sub-contracted delivery.

#### **5.2.7 Combined MRA/MLA marks of the accredited body**

The accredited body may use the combined ILAC MRA/IAF MLA mark of accredited body **only upon granting the license** for their use in the field of accreditation granted by SNAS, which are also covered by ILAC MRA, IAF MLA agreements and in a way that does not damage the reputation of SNAS/ILAC/IAF.

The Licensee shall submit to SNAS for approval specimen/specimens of use (-s) of combined ILAC MRA/IAF MLA marks of accredited body assigned to him within 14 days of the signing of a licence agreement with SNAS.

Rules for the use of these marks are part of the publicly available documentation of SNAS or are documented in the applicable licence agreements. Assigned combined MRA/MLA marks of the accredited body are **non-transferrable**.

Combined ILAC MRA/IAF MLA mark of accredited body shall not be used after withdrawal/termination of the accreditation, during suspended accreditation, when suspended/withdrawn/terminated MRA/MLA agreements or membership of SNAS in ILAC/IAF.



Accredited body is required to

- refrain from the use of combined ILAC MRA/IAF MLA mark of the accredited body, which could cause damage to SNAS/ILAC/IAF
- notify without undue delay SNAS on misuse of the combined ILAC MRA/IAF MLA mark of the accredited body.

The accredited body **cannot** use the ILAC MRA/IAF MLA mark isolated from the accreditation mark.

An accredited body cannot allow its clients to use the combined ILAC MRA/IAF MLA mark.

### 5.2.8 IAF CertSearch Mark

**IAF CertSearch Mark** links to the IAF CertSearch database. Organizations who have an active accredited certification in the IAF CertSearch database will have the ability to include an **IAF CertSearch Mark** on their website.



It is a digital mark, with embedded code, that enables a user to click on the Mark directing them to the IAF CertSearch database where they can validate the active certification(s) held by the organization.

The IAF CertSearch Mark will only appear on the website if the organization has an active certification. If the status of the certification changes and is not active then the mark will be removed from the organization's website in real time.

Valid Accredited Certification Bodies and Accreditation Bodies who appear in IAF CertSearch can also include an IAF CertSearch Mark on their website demonstrating their accreditation and IAF membership status. The IAF CertSearch Mark will link to their profile on IAF CertSearch database.

The intent is that the Mark can be presented on the website of:

- a) the Certified Entities which have an active accredited certification from a CB accredited by an IAF MLA Signatory AB on the IAF CERTSEARCH database.
- b) The Certification Body which has an active accreditation for certification of management systems from an IAF MLA Signatory AB on the IAF CERTSEARCH database.
- c) The IAF MLA Signatory ABs which have an active profile on the IAF CERTSEARCH database.



General rules for using the IAF CertSearch mark are set out in IAF PL 9.

### 5.3 REPRODUCTION OF THE LOGO AND MARKS

#### 5.3.1 General Provisions

The shape and the dimensional proportions of the SNAS, EA, ILAC, IAF logos, of the combined ILAC MRA mark, combined IAF MLA mark, accreditation SNAS mark, SNAS notification mark, marks for SLP, combined ILAC MRA mark of the accredited body and the combined IAF MLA mark of the accredited body are given in Annexes 1 to 4.

Logos and marks shall be reproduced exclusively in such form and in such proportions, as set out in the annexes to this MSA. Permitted are only such types of reproduction that reliably provide the prescribed shape and colour. It is forbidden to distort the logos and marks in any way or to use them in violation of this MSA. Proportions of marks (ratio of sides and individual parts) must be maintained.

All versions of the SNAS logo, combined ILAC MRA and IAF MLA marks, SNAS accreditation marks, SNAS notification mark, combined ILAC MRA and IAF MLA marks of the accredited body listed in the Annexes to the Guideline are for guidance only and are **not intended** as a template for copying and scanning.

Templates for reproduction of the SNAS accreditation mark, SNAS notification mark, combined ILAC MRA/IAF MLA mark of the accredited body and electronic forms of the mentioned marks are stored at SNAS.

Where the CAB accredited by SNAS is also a holder of accreditation from another (foreign) accreditation body, it may use the mark granted by such accreditation body:

- next to the SNAS accreditation mark (SNAS notification mark),
- next to the combined ILAC MRA/IAF MLA mark of the accredited body, indicating the relevant MRA/MLA program and the certificate number granted by such accreditation body. Every accreditation body stated in such a way must be a signatory to the Mutual Recognition Arrangement ILAC MRA/IAF MLA for the area referred to on the report/certificate, and at the same time must have license for use of the combined ILAC MRA/IAF MLA mark of the accredited body.

How to use the marks granted by other accreditation body together with one of the SNAS accreditation marks (with SNAS notification mark) is approved by SNAS based on written request of the relevant accredited CAB.

The SNAS accreditation mark (SNAS notification mark), combined ILAC MRA mark of the accredited body and combined IAF MLA mark of the accredited body can be used **solely together with** the logo of the accredited (notified) body (i.e. accredited mark (notification mark) and the logo of the accredited CAB must appear on the same page of the documentation).

#### 5.3.2 SNAS Logo and marks

The size of the SNAS logo and of all the marks must always be such as to maintain their readability and accuracy of reproduction. Letter legibility of the accreditation marks must be ensured. Used background or the surroundings of the SNAS logo or of the mark must not reduce their legibility. The background must be clearly contrasting.

The type of font used for the SNAS logo is Times New Roman CE.

The type of font used in the accreditation mark and the notification mark for membership number of the registered SNAS member is Arial.

The SNAS logo, the **SNAS** accreditation mark and the SNAS notification mark can be used in:

- colour,
- monochrome – when using monochrome version it is recommended to use black and white.

SNAS logo colour version:

- the national emblem is in white-blue-red with the shape prescribed by the Act of the National Council of SR No. 63/1993 Coll. on national symbols of SR and their use. The individual colour parts are framed by a thin black line,
- the abbreviation of the name “Slovak National Accreditation Service” in the SNAS logo is blue,
- tricolour has three horizontal stripes – white, blue and red, the same width, arranged below. Individual stripes of the tricolour are framed by a thin black line,
- all contour lines are of equal thickness.

Monochrome version of the SNAS logo:

- the national emblem is in contour (line) form,
- the tricolour is made of contour lines, the bottom stripe is filled monochrome colour,
- it is recommended to use the black and white version.

Colour version of the SNAS accreditation mark (SNAS notification mark):

- The mark is framed with a blue frame,
- The inner background of the mark is white,
- Registration number is in black colour.

Monochrome version of the SNAS accreditation mark (SNAS notification mark):

- The mark is in contour form,
- The inner background of the mark is white,
- It is recommended to use the black and white version.

When reproducing the SNAS accreditation mark (SNAS notification mark) it must be ensured that the inner background of the mark that is framed is always white, regardless of the background colour.

Table 1 Definition of permitted colours for the SNAS logo, SNAS accreditation mark (SNAS notification mark):

	CMYK	RGB	PANT
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<b>White</b>	0-0-0-0	255-255-255	trans. white
<b>Red</b>	0-100-100-0	208-25-16	1795 C
<b>Blue</b>	100-80-0-0	0-49-131	288 C
<b>Black</b>	100-100-100-100	0-0-0	black C

Colour arrangement of the SNAS logo, the SNAS accreditation mark and notification mark is binding.

SNAS is authorized to use embossed and stamp form of the SNAS logo. Accredited body may, in special cases and after obtaining consent from SNAS, use the embossed form of the accreditation mark in relevant colours or as black and white.

Height of the accreditation mark (notification mark) shall not be greater than the height of the logo of the accredited body. The accreditation mark and the logo of the accredited body shall be presented in the same way, i.e. both in black and white or both in colour.

The SNAS logo and marks can be placed only in the horizontal position in all documents. The minimal protective zone around the Slovak National Accreditation Service logo and of the accreditation mark (notification mark) of the Slovak National Accreditation Service is 5 millimetres.

The SNAS logo, accreditation marks and the notification mark are indivisible. They must always be reproduced in their entirety and exclusively in the form and proportions specified in this MSA and the Accreditation Act.

### 5.3.3 ILAC logo, combined ILAC MRA mark and combined ILAC MRA mark of the accredited body

The colour and black and white version of the ILAC-MRA mark is defined by ILAC in its documents, which are binding for its members (ILAC logo), for the signatories of ILAC MRA (combined ILAC MRA mark),

in the agreement between ILAC and SNAS, in the licence agreements between SNAS and the accredited bodies (the combined ILAC MRA mark of the accredited body).

The use of the ILAC logo, the ILAC MRA mark in the combined mark or in the combined mark of accredited body, the ILAC mark web link must be

- in compliance with the requirements set out in the documents issued by SNAS (MSA-02), in valid agreements and in a way that does not harm the reputation of ILAC and SNAS,
- on a clearly contrasting background, in horizontal position (without rotation), in such size and on such background that the words ILAC MRA are **legible**,
- maintaining the ratio of sides when enlarged or reduced (see Annex 4),
- based on the original template to ensure high quality of reproduction, not to use photocopies of logos from other ILAC/SNAS documents.

Definition of the permitted colours for the ILAC MRA mark:

Table 2 Defining the permitted colors for the ILAC MRA mark

<b>Mono-colour</b>	<b>CMYK</b>	<b>RGB</b>	<b>PANTONE (PMS)</b>
BLACK (100% black)	C100 M56 Y0 K0	R0 G0 B229	PANTONE 293C (blue)

### 5.3.4 IAF logo, combined IAF MLA mark, combined IAF MLA mark of accredited body

The colour and black and white version of the IAF MLA mark are defined by IAF in its documents, which are binding for the signatories of IAF MLA (combined IAF MLA mark), in the agreement between IAF and SNAS, in the licence agreements between SNAS and the accredited bodies (the combined ILAC MRA mark of accredited body).

Use of the IAF logo, the IAF MLA mark in the combined mark or in combined mark of the accredited body shall be

- in compliance with the requirements specified in the documents issued by SNAS (MSA-02), in the valid agreements and in a way that does not harm the reputation of IAF and SNAS,
- on a clearly contrasting background, in horizontal position (without rotating), in such a size and on such a background so that the words IAF MLA are clearly distinguishable,
- maintaining the ratio of sides when enlarged or reduced (see Annex 4), the width of the IAF MLA mark cannot be less than 20 millimetres,
- based on the original template to ensure high quality of reproduction, not to use photocopies of logos from other IAF/SNAS documents.

Definition of permitted colours for the IAF MLA mark:

Table 3 Defining permitted colors for the IAF MLA mark

<b>Mono-colour</b>	<b>PANTONE (PMS)</b>
BLACK (100% black)	PANTONE 2747 (dark blue) PANTONE 299 (light blue)

### 5.3.5 Placement

It is prohibited to place the accreditation marks (notification mark), combined ILAC MRA mark of the accredited body, combined IAF MLA mark of the accredited CAB on final documents of the accredited body (notified CAB) in a way that could mislead as to who issued the relevant document (e.g. affixing the mark next to the signature, below/above the signature).

The mark must be placed in the upper third part of the document. A typical example of a different placement may be a situation where the accredited body has used their own

visual identity of the accredited output document (visual effects, graphic elements, globally used design, etc.) that prevents this designated placement.

A placement other than in the upper third must be approved by SNAS.

### 5.3.6 Awarding several certificates of accreditation

If a CAB has been accredited in several fields of accreditation or holds several certificates of accreditation within one field of accreditation and the documentation presents simultaneously several SNAS accreditation marks (defined in Section 5.1.4), they are to be arranged side by side or under each other, or a CAB may use the so called merged mark, i.e. list all registration numbers in the given field (Annex 5). The merged accreditation symbol shall be used only in communication media, cannot be displayed on conformity assessment reports/certificates. A merged mark cannot be used together with the combined ILAC MRA or IAF MLA marks. Use of the merged accreditation mark must be notified in advance to SNAS and approved.

If a certification body meets the conditions for the use of combined IAF MLA mark of the accredited body covered by this Guideline, it has the right to choose one of the ways of its placement under Annex 6 – to arrange all awarded combined IAF MLA marks under each other or side by side.

Other SNAS accreditation marks (if presented) must be placed sufficiently distant from the combined IAF MLA mark so that it cannot create a false impression that the subject agreement applies to these.

The same principles apply also for the use of combined ILAC MRA mark of the accredited body.

A CAB accredited in several fields of accreditation, may use in reports and certificates corresponding accreditation marks, but **only** for the field of accreditation, to which the relevant results relate to.

References to the scope of accreditation must be clear and unambiguous. For the production of documents relating to the results of accredited services, it must be clear, which results are covered by which field of accreditation.

## 6 REFERENCES TO ACCREDITATION AND/OR STATUS OF A SIGNATORY TO MLA/MRA

Status of its accreditation may be presented by the accredited body by placing the accreditation mark and/or reference to its accreditation and/or to accreditation granted by a signatory to ILAC MRA and/or IAF MLA in the relevant field of accreditation.

For the use of written references, the analogous conditions and principles apply as for the use of accreditation marks (see Sections 5.2.c and 5.3). See also Section 7.2.

The accredited body must not make such statements relating to its accreditation and/or accreditation by a signatory to EA MLA/ILAC MRA/IAF MLA, which could be considered as misleading or incorrect, i.e. statements that could mislead about what is the subject of accreditation, who is the signatory to ILAC MRA/IAF MLA or what is covered by ILAC MRA/IAF MLA.

## **6.1 REFERENCES TO ACCREDITATION**

Text reference to the accreditation of CAB that is used instead of the accreditation mark, must express in words as a minimum the content of the mark and SNAS recommends using it without variations (e.g. *“Conformity assessment body is accredited by SNAS under registration number xxx with the number of the accreditation certificate x-xxx for the activity/standard ...”* or *“Laboratory XX is accredited by SNAS for testing, accreditation certificate No. x-xxx”*).

A reference to accreditation is also considered information on the stamp, which is used on the documents (reports, certificates, protocols) with the results of activity of the accredited body.

The reference to accreditation must contain the field of accreditation, in which certificate of accreditation was granted (e.g. testing, calibration, inspection, certification of management systems/products/persons).

Examples of a text reference in case the reference is used in addition to the accreditation mark:

- Certification body accredited by SNAS,
- Laboratory accredited by SNAS,
- Inspection body accredited by SNAS,
- Certification body certifying persons/management systems/products accredited by SNAS.

The use of a reference to an EA MLA signatory must not be misleading as to who is a signatory to the EA MLA or what the EA MLA signatory covers.

## **6.2 SNAS REFERENCES TO THE STATUS OF MLA/MRA SIGNATORY**

- SNAS provides references to the signatory on the accreditation certificates: EA MLA if the relevant accreditation is covered by EA MLA,
- ILAC MRA for testing and medical laboratories (ISO / IEC 17025, ISO 15189), calibration laboratories (ISO / IEC 17025), inspection bodies (ISO / IEC 17020) and proficiency testing providers (ISO / IEC 17043),
- IAF MLA for the main scopes: certification of management systems (ISO / IEC 17021-1 in connection with sub-scopes for which SNAS is a signatory). The IAF MLA sub-scopes are published individually for each signatory on [www.iaf.nu](http://www.iaf.nu). For other main scopes such as product certification (ISO / IEC 17065), certification of persons (ISO / IEC 17024), validation and verification (ISO 14065), the reference to the IAF MLA signatory is not used, as accreditations are not granted in connection with sub-scopes to which the signatory applies.

The certificates of accreditation issued by SNAS within those areas, to which the EA MLA arrangement does not apply, contain the following statement: “The given competence of the accredited body is not covered by any EA multilateral arrangement.”

If the accreditation information includes activities covered by the EA MLA and those not covered by the EA MLA, the activities covered by the EA MLA must be clearly identified.

### **6.3 REFERENCES OF ACCREDITED BODIES TO THE STATUS OF SNAS AS A SIGNATORY TO MLA/MRA**

References to the status of SNAS as a signatory to MRA/MLA can be used solely by those accredited bodies, whose accreditation is covered by the EA MLA resp. by the scope of ILAC MRA /IAF MLA agreements and which have also signed the relevant licence agreements with SNAS and meet their requirements.

Reference to EA MLA is a signal to the market that the services provided by the accredited body are covered by EA MLA.

Accredited conformity assessment bodies may refer to the EA MLA in accredited reports/certificates issued for the client by:

- Reference to the EA MLA by a statement in combination with the SNAS accreditation mark, for example “EA MLA Signatory”;
- Combination of text reference to accreditation and reference to the EA MLA, for example “CAB accredited by SNAS under registration number XXX for <accreditation field> covered by the EA MLA”.

Reference to EA MLA signatory status and also ILAC/MRA and IAF/MLA is limited to accredited reports/certificates covered by SNAS signatory status.

## **7 USE OF MARKS AND REFERENCES BY ACCREDITED BODIES**

### **7.1 GENERAL PROVISIONS**

Accredited body is **entitled** to use the SNAS accreditation (notification) mark, combined ILAC MRA mark of the accredited body and a combined IAF MLA mark of the accredited body and to use references to accreditation or to the status of SNAS as a signatory to EA MLA/ILAC MRA/IAF MLA, if:

- it is accredited (notified) and has a valid certificate of accreditation (notification),
- the accreditation (notification) was not suspended, withdrawn or terminated,
- it fulfils the requirements of this Guideline,
- it fulfils the requirements of the relevant licence agreements signed with SNAS for the use of the combined ILAC MRA mark of the accredited body and/or IAF MLA accredited body.



Accreditation (notification) mark **may be used** by the accredited body **only** within the accredited (notified) activity and **must** relate solely to the subject of activity stated on the protocols/reports/certificates.

Accredited body who holds accreditation for only part of his/her activities may use the accreditation mark or reference to accreditation only provided that there is no misinterpretation as to which activity of the accredited body is accredited.

SNAS **requires** accredited bodies to **use** the accreditation mark or reference to accreditation on final documents, when the results provided are within the scope of the accreditation as awarded. The output, which the accredited CAB presents without the accreditation mark or other clear and unambiguous reference to accreditation, cannot be granted presumption of conformity with the provisions of international standards that specify requirements for the competence in the relevant field of accreditation, or with the provisions of agreements on mutual recognition of EA MLA, IAF MLA or ILAC MRA, to which SNAS is a signatory.

Whenever an accredited CAB has several workplaces, at least one of which has not been granted accreditation, only those sites that are accredited are entitled to use the accreditation mark. When a general document is issued, the locations covered by the accreditation must be identified in the vicinity of the accreditation mark (for example: «List of accredited sites and scopes available on request» or «List of accredited sites and scopes available at [www. ....](#)»).

In proposals or price quotations, it is necessary to distinguish between conformity assessment activities that are covered by the scope of accreditation and those that are not.

Accreditation marks or a reference to accreditation may not be placed on products or objects that have undergone conformity assessment and in such a way as to indicate that the products or objects have been certified.

Accreditation marks or references to accreditation shall not be used in such a way as to give the impression that the accreditation body assumes responsibility for the results of the conformity assessment or for any opinion or interpretation derived from those results, or that the accreditation body approves the product tested, calibrated or controlled, or the reference material or biobank material.

If the accreditation mark is printed on letter-head and/or other commercial document, it may not be used in cases where it concerns:

- a proposal or a schedule of works or price quotations, if none of these activities are within the scope of accreditation,
- reporting on the results of conformity assessment, if this activity is not within the scope of accreditation,
- certification of a product or object.



The accredited body must not use the accreditation mark in a way that could be considered misleading to clients or discrediting the accreditation and/or the EA MLA agreement. In particular, it must not mislead as to what is accredited (scope) or who is the holder of the accreditation.

The accredited body must immediately inform SNAS of any misuse of the accreditation mark or logo that it becomes aware of.

Accredited (notified) body is **responsible for the use of** accreditation (notification) mark or references to accreditation (notification) by its clients and must ensure their proper use (see Section 8). Clients of the accredited (notified) CABs **are not authorized** to use references to the status of SNAS as a signatory to EA MLA/ILAC MRA/IAF MLA (see Section 6.3).

A laboratory accredited to ISO/IEC 17025 may state in its reports or certificates that it operates a quality management system using the following statement:

"This laboratory is accredited in accordance with the international standard ISO/IEC 17025. This accreditation demonstrates the technical competence for the defined scope and operation of the laboratory's quality management system (reference to the Joint ISO-ILAC-IAF communiqué of April 2017)".

A medical testing laboratory accredited to ISO 15189 may use an equivalent statement citing ISO 15189 as the accreditation standard and referring to the ISO-ILAC-IAF Joint Communiqué of January 2015.

An inspection body accredited to ISO/IEC 17020 may use an equivalent statement citing ISO/IEC 17020 as the accreditation standard and referring to the ISO-ILAC-IAF Joint Communiqué of September 2013.

#### **7.1.1 Suspended accreditation (notification)**

If SNAS suspends accreditation (notification) to an accredited (notified) CAB, including the suspension of part of the accreditation (notification) scope, such a CAB must immediately (i.e. as of the date of suspension of its accreditation (notification)) suspend the issuance of all documents, which:

- contain the relevant accreditation (notification) mark of SNAS (e.g. test reports, calibration certificates, certificates, inspection reports, calibration labels),
- contain combined ILAC MRA/IAF MLA mark of accredited body,
- contain any reference to accreditation (notification) or accreditation by SNAS – a signatory to MLA/MRA,
- relate to activities falling within the area of suspended accreditation.

#### **7.1.2 Withdrawal of accreditation (notification) and expiry of accreditation (notification)**

The accredited (notified) CAB informs its affected clients of the suspension, reduction or withdrawal of its accreditation and the associated consequences without undue delay.

Accredited (notified) CAB from the date of withdrawal of accreditation (notification) or its termination shall immediately eliminate the use and publication of the accreditation (notification) mark or any reference to accreditation (notification) or reference to accreditation by a signatory to EA MLA/ILAC MRA/IAF MLA and to stop distribution of all materials containing such mark or text reference to its withdrawn/terminated accreditation (notification).

Violation of this requirement qualifies as unauthorized use of the accreditation (notification) mark.

### **7.1.3 Non-accredited activities**

It is not allowed to claim or to refer to accreditation (notification) or to indicate it in case of non-accredited (non-notified) activities.

A CAB, which is accredited (notified) only for part of its activities, may use the accreditation (notification) mark or reference to accreditation only in a way that there is no doubt, which part of the business is accredited (notified).

If the CAB has several workplaces, of which at least one has not been granted accreditation, only accredited workplaces may use the mark or text reference to accreditation.

If a joint document is issued (relating to accredited and non-accredited workplaces), there must be a note appearing near the accreditation mark or reference to accreditation.

If a joint document is issued (regarding notified and non-notified workplaces according to Act No. 146/2023 Coll. on Air Protection), a note must be included near the notification mark or reference to the notification.

## **7.2 DOCUMENTS AND PROMOTIONAL MATERIALS**

### **7.2.1 General provisions**

Accredited (notified) body may use the accreditation (notification) mark, the combined ILAC MRA/IAF MLA marks of accredited body solely together with the logo of the accredited (notified) organization (see sections 5.3 and 7.1).

If the accredited body uses in its documents a text reference to accreditation, SNAS recommends using the text given in section 6.1.

If the accredited body uses in the documents reference to accreditation by SNAS, a signatory to EA MLA/ILAC MRA/IAF MLA, the text shall contain as a minimum information about the fields of accreditation, for which SNAS is a signatory to EA MLA/ILAC MRA/IAF MLA (see section 6.3), at the same time the text must be presented in combination with the accreditation mark.

### **7.2.2 Promotional materials, publications and websites**

The use of the accreditation mark, text references to accreditation or accreditation by a signatory to EA MLA/ILAC MRA/IAF MLA can in principle be allowed only in promotional materials and publications that are **at least partly** relating to accredited activity. Principles set out in sections 5.3 and 7.1 must be taken into account.

### 7.2.3 Letter-head

Accreditation (notification) mark or reference to accreditation (notification) can be used by an accredited body also in the headings of its documents and other documents.

Use of a text reference to status of a signatory to EA MLA/ILAC MRA/IAF MLA by accredited body in the headings and documents **is not allowed**.

On commercial documents, such as price quotations and proposals (including associated documents) relating also to services, which **do not fall** within the scope of accreditation of the accredited body, it must be clearly and unambiguously identifiable, which services are accredited and which are not accredited.

However, it is prohibited to use letter-head or other business documents bearing the accreditation mark if any activity in the document does not fall within the scope of the accredited body's accreditation.

### 7.2.4 Other uses

SNAS Accreditation (notification) mark, combined ILAC MRA/IAF MLA marks of accredited body or reference to accreditation/status of a signatory SNAS cannot be used on business cards of employees of the accredited (notified) body.

If the accredited (notified) body wants to use the accreditation (notification) mark or a text reference to accreditation and/or status of SNAS as a signatory in a way that is not specified in this Guideline, before implementing such method of use, it must request SNAS for approval in writing.

## 7.3 FINAL DOCUMENTS OF THE ACCREDITED BODY

### 7.3.1 General provisions

Placing accreditation (notification) mark on the protocols, reports and certificates of the accredited (notified) body documents the capacity of the organization in the relevant field of accreditation (notification).

Accreditation (notification) mark, any text reference to accreditation (notification) or accreditation by a signatory to IEA MLA/LAC MRA/IAF MLA **shall not be** used:

- in a manner and place, where it may suggest that SNAS takes responsibility for the results of tests, calibration, inspection or certification decisions covered by accreditation (notification),
- in a manner determining, comprising or inducing assumption that SNAS and/or ILAC and/or IAF and/or EA approved a calibrated instrument, subject of testing or inspection, or certified product, service, person, management systems,

- validation of environmental statements, validation of report on greenhouse gases or test competence program,
- on certificates and protocols that do not include any results of accredited (notified) activity.

Use of the accreditation (notification) mark, reference to accreditation (notification) or accreditation by a signatory to EA MLA/ILAC MRA/IAF MLA on the protocols, certificates and reports of accredited (notified) body is possible only if these do not contain accredited results. Accredited and non-accredited results must be clearly and unambiguously distinguishable.

An authorized/notified body within the meaning of Act No. 56/2018 Coll. on product conformity assessment, making a designated product available on the market and on amendments and supplements to certain acts, an authorized legal body within the meaning of Act No. 124/2006 Coll. on occupational safety and health protection and on amendments and supplements to certain acts, etc., which has been granted accreditation, may use the accreditation (notification) mark, a reference to accreditation (notification) or accreditation by a signatory of the EA MLA/ILAC MRA/IAF MLA only if its output document contains a reference to the accreditation scheme and the accredited result.

Combined ILAC MRA/IAF MLA marks of the accredited body on the final documents (protocols, reports and certificates) are stated only in cases when the scope and the subscope of accreditation state on them are covered by MLA/MRA arrangements, to which SNAS is a signatory to.

#### **Notifications:**

1. Accredited bodies may include a reference to the EA MLA in their certificates or protocols in combination with the accreditation mark or a combination of references to accreditation and a reference to SNAS signatory status, while indicating the activities covered and not covered by the EA MLA.
2. For the purposes of IAF ML- 2 document, certification bodies can use the combined MLA mark for accredited bodies on their accredited certificates only when the scope of certificate includes also the sub scope of IAF MLA. The IAF MLA sub scopes are published individually for each signatory at [www.iaf.nu](http://www.iaf.nu). In case of certification bodies certifying management systems it applies for e.g. quality management systems, environmental management systems, food safety management systems, information security management systems, energy management systems, quality management systems for medical devices and occupational health and safety management systems. Certification bodies certifying persons may not use combined IAF MLA mark of accredited body on their certificates. IAF Secretariat keeps and updates continually the list of licensed main scopes and sub-scopes of IAF MLA individually listed for each signatory on the IAF website, [www.iaf.nu](http://www.iaf.nu).
3. Where an accredited body is also certified by a certification body, it **shall not use** the logo/mark of the certification body when referring to the results of activities covered by the scope of accreditation.

Specific rules for:

- using accreditation symbols on calibration and inspection labels, reference material documents and labels, proficiency testing documents, and biobanking documents and labels have been established in ILAC P8;
- use of more than one accreditation symbol in one report/certificate shall be regulated by the NAB (see in particular clause 10.3 of ILAC-P8);
- not using certification marks in conformity assessment reports/certificates have been established in ISO/IEC 17021-1.

### **7.3.2 Specific provisions and limitations**

#### **7.3.2.1 Laboratories and inspection bodies**

For laboratories and inspection bodies the requirements and guidance given in ILAC-P8 are fully applicable.

If the accreditation mark or reference to accreditation or reference to accreditation by SNAS – signatory to EA MLA/ILAC MRA/IAF MLA is used on the title page of the test report, calibration certificate, inspection report or inspection certificate, which also include non-accredited results (results outside the scope of accreditation), next to the accreditation mark or reference there must be information that for the marked results the SNAS accreditation does not apply (e.g. "The laboratory is not accredited to carry out tests or calibrations marked with \*"). The results reported in the protocol/report must clearly indicate, which tests/calibrations/inspections are accredited and which are not accredited.

If the notification mark or reference to the notification is used on the title page of a test report, calibration certificate, inspection report or inspection certificate that also contains non-notified results, a text must be provided near the notification mark or reference with information that the SNAS notification does not apply to the marked results (e.g. "The laboratory is not notified to perform authorized measurements or calibrations marked \*" or "The inspection body is not notified to perform Conformity Inspections marked \*". For the results reported in the report/report, it must be clearly indicated which tests/calibrations/inspections are notified and which are not notified.

Accreditation mark (notification mark) may be used by the accredited CAB (notified CAB) on the calibration certificate only when such certificate contains majority of accredited results.

Results taken from the subcontractor must be appropriately marked in the protocol, report, while results from the subcontractor not accredited for the given operation in the report these are shown among non-accredited results.

If a test report, report, certificate with accreditation (notification) mark contains a statement of compliance with the specification, requirements of MSA-L/04 (ILAC-G8) must be complied with.

Accreditation mark (notification mark) can only be used on calibration labels of equipment, which has been calibrated in the field and scope of accreditation.

For the use of mark on the electronically generated certificates, protocols, reports and documents, moreover, the requirements of STN EN ISO/IEC 17025, sections 7.11 respectively ISO 15189, section 7.6 must be complied with.

### **7.3.2.2 Testing/calibration outside the permanent premises of the laboratory**

Laboratory, which obtained accreditation (notification) also for the testing or calibration outside its permanent premises, must comply with the same rules for the use of the accreditation (notification) mark, combined ILAC MRA mark of the accredited body or a text reference to accreditation or reference to accreditation by a signatory to EA MLA/ILAC MRA as when the tests or calibrations are performed in the permanent premises of the laboratory.

### **7.3.2.3 Opinions and interpretations below the accreditation (notification) mark**

The laboratory may, in its reports, certificates and test reports containing accreditation (notification) mark or reference to accreditation (notification) and/or accreditation by SNAS – a signatory to EA MLA/ILAC MRA, state opinions and interpretations, when:

- the laboratory fulfils requirements for this activity given by the STN EN ISO/IEC 17025 standard, in particular requirements set out in sections 5.2.1 and 5.10.5 of this standard,
- the area of provided opinions and interpretations falls within the field of accreditation for the laboratory,
- the nature and the area of provided opinions and interpretations are clearly defined and there are designated staff members authorized to elaborate such opinions and interpretations,
- SNAS reviewed and validated the capacity to fulfil the requirements stated above.

Opinions and interpretations, which are outside the area of accreditation, SNAS recommends to be placed on a separate sheet, which is not part of the report and which does not contain the accreditation (notification) mark.

If, for serious reasons (e.g. requested by the client, regulation, etc.), the final document issued by the laboratory contains opinion/interpretation in the field of accreditation, where the ability to provide opinions/interpretations was not reviewed and validated by SNAS:

- close to the accreditation (notification) mark there must be the relevant information, e.g.. *“Opinions/interpretations given in this certificate/protocol are provided on the basis of client request (requirements of regulation xx...) outside the scope of SNAS accreditation,”* or *“Opinions/interpretations provided in this report fall outside the scope of SNAS accreditation”*,
- the opinion/interpretation contained in the text must be clearly marked with the print or text above/below, e.g. *“The opinion/interpretation provided above/below fall outside the scope of SNAS accreditation “*.

Providing opinions and interpretations in the documents issued by other bodies accredited (notified) by SNAS (inspection, certification bodies...) below the accreditation mark (notification mark) is governed by analogous principles as in case of laboratories, unless special regulations or guidelines pose other or additional requirements.

#### **7.3.2.4 Certification bodies accredited by several accreditation bodies**

If a certification body accredited by more than one accreditation body for a certain scope of certification, the certificates or other certification documents shall show at least one of the accreditation bodies.

#### **7.3.2.5 Proficiency test providers**

The requirements and guidance given in ILAC-P8 are fully applicable to proficiency testing providers.

A proficiency testing provider may only use the accreditation mark on documents issued within the scope and scope of its accreditation.

In addition, the requirements of ISO/IEC 17043, clause 7.5.2, must be met for the use of the mark on electronically generated reports and documents.

## **8 USE OF MARKS AND REFERENCES BY CLIENTS OF ACCREDITED BODIES**

The accredited (notified) bodies must have policies and procedures with defined principles for the use of their logo together with the SNAS accreditation (notification) mark and/or text reference to accreditation by users of accredited services – clients of accredited (notified) bodies. Procedures for users of services of the accredited (notified) body shall clearly define, on which documents and under what conditions the user can use the logo of the accredited (notified) body with SNAS accreditation (notification) mark or the reference to accreditation. These procedures must be in compliance with the guidance provided in this guideline.

Use of the combined ILAC MRA mark of the accredited body, combined IAF MLA mark of the accredited body and references to the status of SNAS as a signatory to EA MLA/IAF MLA/ILAC MRA by the clients of accredited bodies (users of accredited services) is **not allowed**.

The following paragraphs contain the basic requirements and limitations for the use of the SNAS accreditation (notification) mark and references to accredited body by a client, using its services. Further details, as needed, shall be set out by the accredited (notified) body, sent as a note to SNAS and inform the clients.



### **8.1 CLIENTS OF ACCREDITED LABORATORIES AND INSPECTION BODIES**

Users of services of accredited laboratories (e.g. manufactures of measuring instruments, etc.) and inspection bodies may indicate general reference to an accredited laboratory or inspection body in its promotional materials, as e.g. "XXX uses the services of an accredited calibration/testing laboratory/inspection body YYY". In cases where it may cause misinterpretation, it shall use specific form (text) of reference, e.g. "When measuring flow it uses XXX flow meters calibrated by an accredited calibration laboratory YYY".

The test reports, calibration certificates and inspection reports may be reproduced or incorporated into its promotional materials by the user only with the prior consent of the laboratory or inspection body.

User of services of an accredited (notified) laboratory or inspection body **may not** in any case use its accreditation (notification) mark or reference to accreditation (notification) on its letter-heads, in its documents, etc.

### **8.2 CLIENTS OF THE ACCREDITED CERTIFICATION BODIES CERTIFYING MANAGEMENT SYSTEMS**

Use of the accreditation mark or reference to accreditation shall be limited solely to the activities certified by the certification body in the field of its accreditation.

They can state the accreditation mark only along with the logo of the certification body (certification mark).

When a certification body certifies the quality system of a laboratory or inspection body (non-accredited and accredited), it shall not allow the laboratory/inspection body to use the accreditation mark of the certification body on the test reports, inspection reports and calibration certificates, as such reports/certificates in this context are considered for products.

References made to the accredited certification of the management system must not interfere with the accredited product certification. Organization, whose management system is certified, must not place a mark on the products or any of their packaging.

Similarly, even in case of certification of the management system in the area of services, the mark shall not be used for any "product" of services.

### **8.3 CLIENTS OF ACCREDITED CERTIFICATION BODIES CERTIFYING PRODUCTS**

Use of the mark on the products is optional. If used, the conditions and limitations are set and the supervision over the use of the mark is provided by the certification body. The accredited/notified body takes into account the provisions of Act No. 56/2018 Coll. as amended, and the related Government Resolutions on conformity marks and informs SNAS on the outcome of its action.

If used, the accreditation mark shall be used together with the logo of the certification body and is placed on the product or relevant packaging.



#### **8.4 CLIENTS OF ACCREDITED CERTIFICATION BODIES CERTIFYING PERSONS**

Are not allowed using accreditation mark or reference to accreditation.

Have the authorization to provide as a proof certificate issued by an accredited certification body.

#### **8.5 CLIENTS OF ACCREDITED ENVIRONMENTAL VERIFIERS**

Use of the accreditation mark is not allowed.

#### **8.6 CLIENTS OF ACCREDITED VALIDATION AND VERIFICATION BODIES**

Use of the accreditation mark is not allowed.

### **9 MISUSE OF SNAS LOGO, MARKS AND REFERENCE TO ACCREDITATION**

SNAS is authorized to control the use of the SNAS accreditation (notification) marks, combined ILAC MRA/IAF MLA marks of the accredited body or references to accreditation, possible references to accreditation by a signatory to EA MLA/ILAC MRA/IAF MLA by accredited bodies.

When identifying a suspicion of an administrative offense under Section 37 of the Accreditation Act (e.g. misuse of the SNAS logo or accreditation (notification) mark, unauthorized representation as an accreditation body or accredited (notified) body, or unauthorized reference to the accreditation (notification) status by an accredited (notified) body), SNAS will send a complaint to the Slovak Office of Standards, Metrology and Testing of the Slovak Republic (UNMS SR) regarding a suspected violation of the Accreditation Act.

If the Licensee uses the combined ILAC MRA/IAF MLA mark of the accredited body in breach of the rules laid down in the applicable licence agreement and in this Guideline, SNAS withdraws the authorization to use the mark from the Licensee. SNAS is not responsible for the consequences of such withdrawal.

Based on the findings of inappropriate or misleading use of the SNAS accreditation (notification) marks, combined ILAC MRA /IAF MLA marks of the accredited body or inappropriate references to accreditation, possibly references to accreditation by a signatory to EA MLA/IAF MLA/ILAC MRA by an accredited (notified) body in the reports, protocols, certificates, promotional materials, documents, on the website, etc., which is contrary to the rules established by this Guideline, the accreditation body decides to suspend accreditation (notification) with immediate effect. SNAS requests the accredited (notified) body in writing to carry out an adequate correction within a specified period.

Failure to comply with the deadline to remedy the deficiencies or their removal, or serious or repeated breach of requirements of this Guideline by an accredited (notified) body is a reason for the SNAS Director to decide on withdrawing the accreditation (notification), possibly on taking necessary legal action.

SNAS has prepared detailed action if incorrect reference is made to the status of accreditation (notification) or to misleading use of accreditation (notification) marks in materials of conformity assessment body in the MSA-06 Guideline.

SNAS can publish on its website any breach or failure to comply with conditions for use of the accreditation (notification) marks and/or references to accreditation (notification) by accredited (notified) body).

## **10 ANNEXES**

- Annex 1: SNAS Logo
- Annex 2: Combined ILAC MRA and IAF MLA mark
- Annex 3: SNAS accreditation (notification) mark
- Annex 4: Combined ILAC MRA and IAF MLA mark of accredited body
- Annex 5: Examples of application of the SNAS accreditation and/or notification mark in case of holder of multiple certificates of accreditation / on fulfilment of notification requirements
- Annex 6: Examples of application of combined IAF/MLA mark of accredited body in case of holder of multiple certificates of accreditation
- Annex 7: Examples of the application of the combined IAF MLA accredited body mark in the case of a holder of multiple accreditation certificates

## 10.1 ANNEX 1: LOGO SNAS

### SNAS LOGO

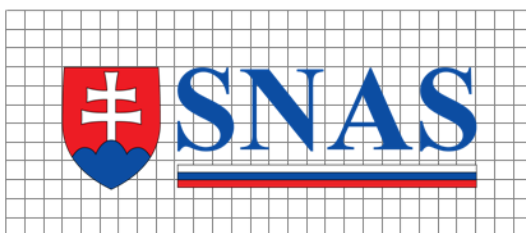
Colour display of the SNAS logo:



Monochrome display of the SNAS logo:



Definition of the SNAS logo by means of grid:



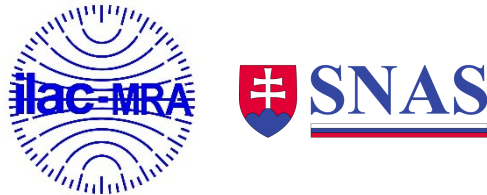
Definition of minimum protection zone:

Minimum free protective zone around the SNAS logo is 5 mm.

## 10.2 ANNEX 2: COMBINED ILAC MRA MARK, COMBINED IAF MLA MARK

### COMBINED ILAC MRA MARK

Colour display:



Black and white display:

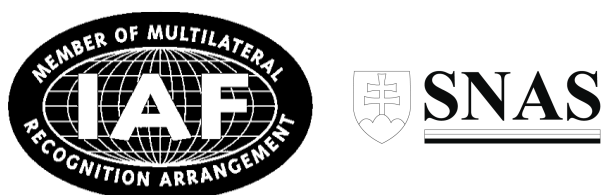


### COMBINED IAF MLA MARK

Colour display:



Black and white display:





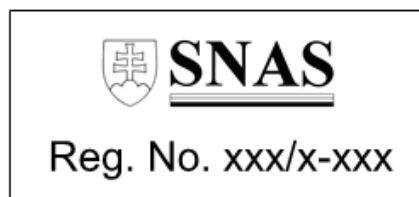
### 10.3 ANNEX 3: SNAS ACCREDITATION (NOTIFICATION) MARK

#### SNAS ACCREDITATION (NOTIFICATION) MARK

Colour display of the SNAS accreditation mark and SNAS notification mark:



Monochrome display of the SNAS accreditation mark and SNAS notification mark:



Definition of SNAS accreditation mark and SNAS notification mark using grid:



Definition of minimal protective zone:

Minimal free protective zone around the SNAS accreditation/notification mark is 5 mm.

**10.4 ANNEX 4: COMBINED ILAC MRA MARK ACCREDITED BODY****COMBINED ILAC MRA MARK OF  
ACCREDITED BODY**

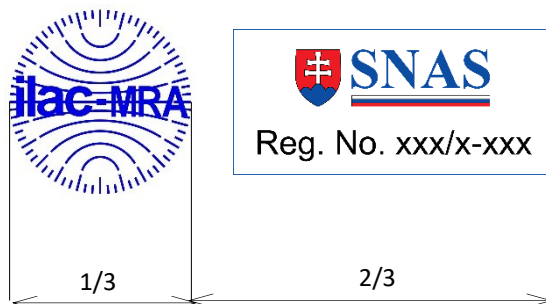
Colour display:



Black and white display:



To enlarge or reduce, given dimensional proportions must be maintained:



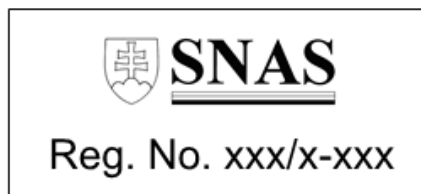
## 10.5 ANNEX 5: COMBINED IAF MLA MARK ACCREDITED BODY

### COMBINED IAF MLA MARK OF ACCREDITED BODY

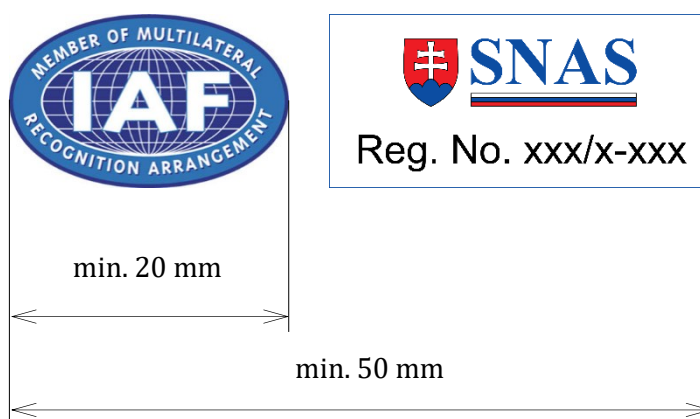
Colour display:



Black and white display:



Dimensional proportions:



#### NOTE:

All the words of the IAF MLA Mark must be clearly distinguishable, with the width of the IAF MLA Mark no less than 20 millimetres for printed media and 75 pixels for digital media.



**10.6 ANNEX 6: EXAMPLES OF APPLICATION OF THE SNAS ACCREDITATION AND / OR NOTIFICATION MARK IN CASE OF HOLDER OF MULTIPLE CERTIFICATES OF ACCREDITATION / ON FULFILMENT OF NOTIFICATION REQUIREMENTS**

**EXAMPLES OF APPLICATION OF THE SNAS ACCREDITATION AND/OR NOTIFICATION MARK IN CASE OF HOLDER OF MULTIPLE CERTIFICATES OF ACCREDITATION / ON FULFILMENT OF NOTIFICATION REQUIREMENTS**

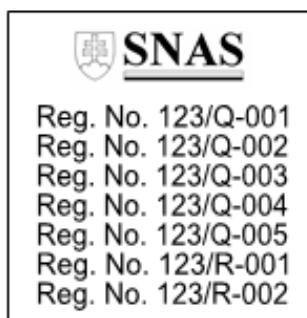
A.



B.



C.



**10.7 ANNEX 7: EXAMPLES OF APPLICATION OF COMBINED IAF MLA MARK OF ACCREDITED BODY  
IN CASE OF HOLDER OF MULTIPLE CERTIFICATES OF ACCREDITATION**

**EXAMPLES OF APPLICATION OF COMBINED  
IAF MLA MARK OF ACCREDITED BODY  
IN CASE OF HOLDER OF  
MULTIPLE CERTIFICATES OF ACCREDITATION**

**A**



**B**



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