



**SLSB MANAGEMENT
SYSTEM C.B.**

**CONDITION FOR USE OF
LOGO AND CERTIFICATE
PD.03**

SLSB MSCB shall issue a certificate when the client complies with, all the requirements for certification. All certificates issued by SLSB MSCB shall remain the property of SLSB MSCB and must be returned when requested. The certificates are issued for a period of three years and have validity as stated in the certificate. After the issue of the certificate, the client is authorized to use the certification mark or the logo in advertising matter in conformity with the following requirements.

General conditions for use of Logo & Certificates

1.0 The client is authorized to use the certification mark or its logo in advertising matter and while using this mark or logo the client shall ensure that it: -

- (a) Conforms to requirements of SLSB MSCB when making reference to its certification status in communication media such as the Internet, brochures or advertising or other documents.
- (b) Does not make or permit any misleading statement regarding its certification.
- (c) Does not use or permit the use of the certification document or any part thereof in a misleading manner.
- (d) Upon suspension or withdrawal of its certification, discontinues its use of all advertising matter that contains a reference to certification, as directed by Conforms to requirements of SLSB MSCB.
- (e) Amends all advertising matter when the scope of certification has been reduced.
- (f) Neither the certification body's nor the accreditation body's logo shall be used on the packaging of a product, labels, publicity material, written announcements etc. that in any way suggest that the certification body or the accreditation body has certified or approved any product, process or service of the certified body or in any other misleading manner.
- (g) The logo shall not be used on vehicles except in publicity material like part of a large advertisement
- (h) Logos shall not be displayed on buildings and flags
- (i) The logos shall also not be applied to laboratory tests, calibration or inspection reports



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or any form of certificates issued by educational institutions as such reports/ certificates are deemed to be products in this context.

- (j) Does not imply that certification applies to activities that are outside the scope of its certification.
- (k) Shall not use the certification in such a manner that would bring conforms to requirements of SLSB MSCB and /or the certification system into disrepute and lose public trust.
- (l) The logo shall not be applied to visiting cards.

1.1 Whenever the Accreditation Mark is to be used by SLSB MSCB certified clients, it is to be accompanied by the SLSB MSCB logo, & both marks are to be proportioned so that neither has obvious precedence or prominence over the other and its use is limited to stationery, literature and other written promotional materials.

1.2 The Certification Body / Accreditation Body Logo may be uniformly reduced or enlarged but shall not be less than 15 mm in height and not less than 12 mm in width (minimum size 15x12 mm.), but both the symbols should be legible

1.3. The symbols may be reproduced electronically, provided that the requirements of the respective accreditation bodies, as described in this procedure, are met and distortion and/or degradation does not occur

1.4. Whenever a subsidiary belonging to a group has been certified there shall not be any confusion as to which part of the group holds the certification and it shall not imply that the other subsidiaries have been certified

1.5. Where the organization (the client) wishes to make reference to its certification instead of using the symbols of the certification & accreditation bodies, the organization shall use the reference in the following manner

- name of the company: -----(your company name)
- certification standard: -----(e.g. ISO 9001: 2015)
- certified by: name of the CB (i.e. SLSB MSCB)

2.0 Certification body logo

SLSB MSCB certification mark may only be reproduced as shown in attachment 1 for QMS

3.0 Accreditation body logo

The accreditation mark shall be reproduced as shown in attachment 1 for QMS.



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4.0 Misuse

The misuse of marks or certificates shall result in the following actions.

4.1 Innocent Misuse

- Immediate withdrawal of the offending literature by the client, or
- Suspension of approval (certification) until misuse is rectified.

If action is not taken to rectify the misuse within a reasonable time, the approval will be withdrawn.

4.2 Negligent / Fraudulent misuse

- Withdrawal of approval together with the publication of the reason for withdrawal.

Misuse is deemed negligent/fraudulent where the mark is knowingly or carelessly misused. Repeated "innocent" misuse would be deemed negligent.

5.0 Withdrawal of certification

In the event that approval is withdrawn, the client shall immediately cease the use and distribution of any literature, stationery etc bearing the mark and also discontinue the use of any advertising matter that contains any reference to a certified status. The artwork supplied and all the original approval certificates are to be returned to SLSB MSCB.

6.0 Contractual Obligation

6.1 Correct use of SLSB MSCB certification and the accreditation body mark is a contractual obligation that the client undertakes to comply with as per the agreement signed with SLSB MSCB

6.2 Where the SLSB MSCB certification and accreditation body marks have been used by the client, their use is to be reviewed at all surveillance and re-certification audits to ensure that their use is correct and in accordance with the requirements identified in this document.

6.3 Any misuse of the logo shall be brought to the attention of the client and included in the surveillance or the re-certification audit reports.



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6.4 It is likely that in some cases the client may have to update the logos and they still may have stationery and brochures showing the previously issued SLSB MSCB certification and the accreditation body logos. Under such circumstances, it is permissible for the client to continue the use of the previously issued logo on the understanding that the new logos must be used in the next printing.

Director/Certification Manager
SLSB MSCB


Date: 01/06/2020



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Attachment -1

SLSB MSCB Mark shall be reproduced	----- Mark shall be reproduced as shown below
The certification mark shall only be printed in the colour combination as specified	 <p>The image shows the official MSCB logo, which is circular with a white background. It features a green globe with a blue arrow curving around it. The text 'SIERRA LEONE' is at the top, 'STANDARDS BUREAU' is at the bottom, and 'MSCB' is in the center. Below the logo, it says 'ISO 9001 CERTIFIED'.</p>