

QSP23-Procedure for Usage of Certificate, Certification Marks, Logos and Accreditation Symbols

证书、认证标志、标识和认可符号的使用程序

1.0 Purpose 目的

- 1.1.** This procedure describes the applicable rules for the proper use of certificates, certification and accreditation symbolings, logos and symbols in the promotion of certification awarded to organisations who successfully complete the conformity assessment and attain applied management system certification. 本程序规定了那些成功完成合格评定并获得相关管理体系认证的组织在宣传所获认证时，正确使用证书、认证和认可标志、标识及符号的适用规则。
- 1.2.** The procedure also outlines the rules for proper use of the accreditation symbols and symbols issued to ASCP by their accreditation body and to ensure traceability back to ASCP. 本程序还概述了正确使用认可机构颁发给 ASCP 的认可标志和符号的规则，以确保可追溯至 ASCP。
- 1.3.** Additionally, it outlines the actions ASCP will enforce when the utilization of the symbols, marks or language are utilized inappropriately by organisations. 此外，它还规定了当组织不当使用这些标志、标识或相关表述时，ASCP 将采取的强制措施。

2.0 Scope 范围

This procedure applies to all personnel and activities associated with the Certificate, Certification Marks, Logos and Accreditation Symbols, including personnel of the organisation certified by ASCP. 本程序适用于所有与证书、认证标志、标识以及认可符号相关的人员和活动，包括经 ASCP 认证的组织的人员。

3.0 Referenced Documents & Documented Information 参考文件及文件化信息

ISO/IEC 17021-1:2015	Conformity assessment—Requirements for bodies providing audit and certification of management systems - Part 1 Requirements. 合格评定——管理体系审核和认证机构的要求——第 1 部分：要求
ISO/IEC 17021-3:2013	Conformity assessment—Requirements for bodies providing audit and certification of management systems—Part 3: Competence requirements for auditing and certification of quality management systems. 合格评定——管理体系审核认证机构要求——第 3 部分：质量管理体系审核与认证能力要求
ISO/IEC 17065:2012	Conformity assessment—Requirements for bodies certifying products, processes and services. 合格评定——产品、过程和服务认证机构的要求。
ISO 19011:2018	Guidelines for Auditing Management Systems 管理体系审核指南。
CNAS-CC01:2015	Conformity assessment—Requirements for bodies providing audit and certification of management systems (2019-2-20 First Revision) 合格评定——管理体系审核和认证机构的要求（2019 年 2 月 20 日第一次修订）。
CNAS-R01:2023	Rules for the Use of Accreditation Symbols and the Declaration of Approval Status 认可标识使用和认可状态声明规则

P.R.C AQSIQ Decree No. 63	Administration Measures of Certificates and Certification Marks 证书及认证标志管理办法。
QM-PC-ASCP	Quality Manual 质量手册
QSP01	Documented Information Management Procedure 文件化信息管理程序。
QSP20	Surveillance, Re-certification Management Procedures and ASRP 监督、再认证管理程序

4.0 Terms and Definitions 术语和定义

- 4.1. Accreditation Body(AB)** is the organisation that has accredited the Certification Body to provide certification services in favor of third parties. **认可机构 (AB)**：指对认证机构进行认可，授权其为第三方提供认证服务的组织。
- 4.2. Accreditation Symbol** means the AB's mark licensed to the Certification Body(CB) and that may be sub licensed to the Client whose management system has been successfully certified, where the AB permits its use. Where the use is permitted it shall be used only as provided by ASCP in combination with the ASCP certification mark and shall under no circumstances be used independently. **认可标志**：指认可机构授权给认证机构 (CB) 使用的标志，且在认可机构允许的情况下，可转授权给其管理体系已成功通过认证的客户使用。若允许使用，该标志必须按照 ASCP 的规定与 ASCP 认证标志组合使用，严禁单独使用。
- 4.3. Certification Standard/Scheme Number** means the number that is listed in each Standard (scheme) certification. **认证标准/方案编号**：指在每项标准 (方案) 认证中列出的编号。
- 4.4. Media** are advertisements, posters, commercials, promotional videos, websites, brochures, promotional material such as agendas, sub bottles, mats; External advertisements of the client, such as signs and signs, stationery, contract documents, letterhead, business cards, invoices, accompanying slips, company vehicles, flags, sticker labels and any other means of communication used by the client. **媒介**：包括广告、海报、商业广告、宣传视频、网站、手册、以及 会议议程、小瓶子、垫子等宣传材料；以及客户的外部广告，如标牌、标识、文具、合同文件、信笺抬头、名片、发票、随附单据、公司车辆、旗帜、贴纸标签，和客户使用的其他任何传播工具。
- 4.5. Misuse** is any use that breaks the rules of this document or, even, imitation or counterfeiting of the certificate, certification mark, logos. **误用**：指任何违反本文件规定的使用行为，包括对证书、认证标志、标识的模仿或伪造。
- 4.6. Standard** means the technical document that describes the conditions under which the certification mark can be issued, the requirements that the Management System must meet, as well as the means to check the compliance of the Management System at these requirements. **标准**：指描述认证标志发放条件、管理体系必须满足的要求，以及验证管理体系是否符合这些要求的方法的技术文件。
- 4.7. Use** means the lawful, authorised, restricted, non-exclusive, limited and revocable right to use the Certification Mark. **使用**：指合法、经授权、受限制、非独占、有限且可撤销的认证标志使用权。
- 4.8. CNAS**: China National Accreditation Service for Conformity Assessment. **中国合格评定国家认可委员会。**

- 4.9. IAF:** International Accreditation Forum.国际认可论坛。
- 4.10. MLA:** Multilateral Recognition Arrangements 多边互认协议。
- 4.11. CB:** Certification Body.认证机构。

5.0 Roles and Responsibilities 角色与责任

- 5.1.** The General Manager(GM) is responsible for the approval of the application for using CNAS accreditation symbols and the issuance of certification certificates.总经理（GM）负责批准 CNAS 认可标志的使用申请，以及认证证书的签发。
- 5.2.** Quality Management Executive(QME) shall review and approve the management of the misuse of certificate marks, logos and accreditation symbols.质量管理主管（QME）负责审查并批准对证书标志、标识及认可标志误用情况的处理。
- 5.3.** Decision Support Unit Supervisor is responsible for the review of the patterns and formats of the certificates with the accreditation symbols.决策支持部主管负责审核带有认可标志的证书样式与格式。
- 5.4.** Administration Unit is responsible for the design of the certificates with the accreditation symbols.行政部负责设计带有认可标志的证书。
- 5.5.** Customer Service Unit shall be responsible for the certification registration, the issuing of certificates and certification marks and accreditation symbols and the usage supervision, as well as the negotiation of legal matters.客户服务部负责认证注册、证书及认证标志与认可标志的发放、使用监督，以及法律事务的协商。
- 5.6.** Customer Service Unit shall be responsible for monthly inputting issued/ renewed certificate into the CNCA/CNAS information system.客户服务部负责每月将已签发/更新的证书信息录入国家认证认可监督管理委员会（CNCA）/中国合格评定国家认可委员会（CNAS）信息系统。
- 5.7.** The audit team is responsible for the supervision and inspection on the use of certificates, logos and accreditation symbols by the certified clients during onsite audit, and put forward suggestions on the misuse of certificates, marks, logos and accreditation symbols.审核组负责在现场审核期间，监督和检查获证客户对证书、标识及认可标志的使用情况，并就证书、标志、标识及认可标志的误用问题提出建议。

6.0 General 总则

ASCP should issue the Certificate complying with the requirements of ISO/IEC 17065:2012 along with the this procedure and requirements of its Accreditation Body(AB) (For use of Symbol of Accreditation Body is based on written approval from ASCP) to client for using on certified products. ASCP is the owner of the certificate and mark issued to the client for using on certified products.ASCP 应向客户签发符合 ISO/IEC 17065:2012 要求、本程序规定以及其认可机构（AB）要求的证书（认可机构标志的使用需基于 ASCP 的书面批准），供客户在获证产品上使用。ASCP 是颁发给客户的用于在认证产品上使用的证书及标识的持有者。

ASCP Certification is Product specific. The Certification claim shall be related only to the Product covered under the ASCP scope of Certification, and not with any other similar Products, if any. ASCP 认证是针对特定产品的。认证声明仅可涉及 ASCP 认证范围内涵盖的产品，不得涉及任何其他类似产品（如有）。

7.0 Usage of Certificate 证书的使用

7.1. Client for using on certified products shall use the certificate as an achievement and can be shown to the interested parties. The statement such as "ISO/IEC 17065 Certified Client" cannot be used by Client. This can be used only for the certified products and the mark can be used on the certified product itself. It has to be clearly identified for the Certified Scope and cannot be misleading to the interested parties. 获证产品的客户可将证书作为一项成果向相关方展示。客户不得使用 "ISO/IEC 17065 认证客户" 等表述。证书仅可用于获证产品，且认证标志仅可使用在获证产品本身。证书的使用必须清晰标明认证范围，不得对相关方造成误导。

7.2. The auditee client shall be qualified by on-site audit, approved by GM. Customer Service Unit shall register, issue certificate and grant permission of using the certification mark. The certificate is valid from the date of approval with valid term as per provisions of AB. 受审核客户需通过现场审核并经总经理（GM）批准后，由客户服务部进行注册、签发证书并授予认证标志使用权。证书自批准之日起生效，有效期按照认可机构（AB）的规定执行。

The contents of the certificate generally include: 证书内容通常包括:

- a) Certificate name; 证书名称;
- b) The name, address (including the geographical location of central office and all site within the scope of multi-site certification) and postal code of the certified certification organisation, as well as the unified social credit code. This information shall be consistent with the supporting documents of legal status; 获证组织的名称、地址（包括总部地理位置及多场所认证范围内的所有场所）、邮政编码，以及统一社会信用代码。该信息需与法律地位证明文件保持一致;
- c) Systemic standards and/or other normative documents (including version/revision numbers) as the basis of certified management system ; 作为认证管理体系依据的体系标准和/或其他规范性文件（含版本 / 修订号）;
- d) The coverage scope the certified product: 获证产品的覆盖范围:
 - Product categories; 产品类别;
 - Processing steps/ activities; 加工步骤 / 活动;
 - Product details; 产品详情;
 - Name and composition of material; 材料名称及成分;
 - Label grade; 标签等级;
 - For multiple products within the scope of the system, only the product name can be listed on the certificate and the details will be shown in the annex. The main name of each product shall be stated in the annex, if necessary, the scope of certification should indicate the site that covered correspond product. 若体系范围内包含多个产品，证书上可仅列出产品名称，详情在附件中说明。附件中需载明每个产品的主要名称，必要时认证范围应注明对应产品所涵盖的场所。
 - For multiple certificate holders, facility and subcontractor (including certified and uncertified) can be listed on the certificate and the details will be shown in the annex. 若涉及多个证书持有人，证书上可列出设施及分包商（包括已认证和未认证的），详情在附件中说明。
 - For multi-site organisations, certificate or attachment also should clearly indicated with the certified site name, address, product category and the process involved. The scope of certification should indicate the covered sites when necessary

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Hard copies are uncontrolled.

Verify Effective Date prior to use.



(multiple-site certification must be clearly marked).对于多场所组织，证书或附件中还应明确标注获证场所的名称、地址、产品类别及涉及的过程。必要时认证范围需注明所覆盖的场所（多场所认证必须明确标注）。

- e) Where appropriate, the regulations, product standards or other citation documents on which the corresponding product is based;酌情注明对应产品所依据的法规、产品标准或其他引用文件；
- f) The issuance date, the renewal date and the expiry date of the certificate. For example, the date of issue is: dd April, 20yy, valid: dd mm of 20yy to dd mm of 20yy;证书的签发日期、换发日期和到期日期。例如：签发日期为 20yy 年 4 月 dd 日，有效期：20yy 年 mm 月 dd 日至 20yy 年 mm 月 dd 日；
- g) The name and address of the certification body(CB) and its certification mark and/or accreditation symbols;认证机构（CB）的名称、地址及其认证标志和/或认可标志；
- h) Signature of the GM of CB;认证机构总经理（GM）的签名；

For MLA fields that CNAS as a signatory, with the permission of CNAS, if necessary, MLA symbol can be attached in accordance with the CNAS-R01:2023 Rules for the Use of Accreditation Symbols and the declaration of approval status;在 CNAS 作为签约方的多边互认协议（MLA）领域，经 CNAS 允许，必要时可依据《CNAS-R01:2023 认可标志使用及认可状态声明规则》附加 MLA 标志；

For changed certification document, the invalid certification document must be marked with "invalid" (refer to "QSP01-Documented Information Management Procedure").对于已变更的认证文件，失效的认证文件必须标注“作废”（参见《QSP01-文件化信息管理程序》）。

- i) Other information required for certification (refers only to information required by standards and/or other normative documents for certification);认证所需的其他信息（仅限认证标准和/或其他规范性文件要求的信息）；
- j) The numbering rules of the registrater certificate No. is described in Section 14.0. 注册证书编号的编号规则在第 14.0 节中说明；
- k) When the certification scope of the audit project applied by the auditee matches ASCP accredited scope, ASCP logo, scheme logo, if applicable, accreditation symbol or MLA symbol shall be marked on issued certificate.当受审核方申请的审核项目认证范围与 ASCP 认可范围相符时，所签发的证书上应标注 ASCP 标识、方案标识（如适用）、认可标志或 MLA 标志。
- l) When the professional scope of the audit project applied by the auditee exceeds the accredited scope of ASCP, issued certificates must not be marked with accreditation symbols.当受审核方申请的审核项目专业范围超出 ASCP 认可范围时，所签发的证书不得标注认可标志。

7.3. ASCP certification marks is: ASCP 认证标志要求：



- ✓ At the the upper left of the ASCP certificate;位于 ASCP 证书的左上角；
- ✓ The logo must be no smaller than 4.5 centimeters(cm) wide for print or 300 pixels on screen.该标志的印刷宽度不得小于 4.5 厘米，屏幕显示尺寸不得小于 300 像素。

- 7.4.** If applicable, the used CNAS symbol is at the the upper middle of the ASCP certificate. 若适用，所使用的 CNAS 标志位于 ASCP 证书的上中部。
- 7.5.** If applicable, the used MLA symbol is at the the upper right of the ASCP certificate. 若适用，所使用的 MLA 标志位于 ASCP 证书的右上角。
- 7.6.** ASCP Certificates are issued in both Chinese and English versions and equally valid. In case of any discrepancy between the two versions, the Chinese version shall prevail for the certification standards/schemes applicable within the territory of China or MLA, and the English version shall prevail for the certification of foreign independent certification standards/schemes. ASCP 证书同时签发中文和英文版本，两种版本具有同等效力。若两种版本存在差异，对于在中国境内适用的认证标准/方案或多边互认协议（MLA）相关认证，以中文版本为准；对于国外独立认证标准/方案的认证，以英文版本为准。

8.0 Usage of ASCP Mark ASCP 标志的使用规定

- 8.1.** Use of ASCP Mark is encouraged on the product, test report as well as relevant product brochure and promotional materials issued by ASCP certified products. Narrative reference to accredited status in place of ASCP Mark is not acceptable in relevant documents. 鼓励在获 ASCP 认证的产品、检测报告以及相关产品手册和宣传材料上使用 ASCP 标志。在相关文件中，不得以描述认可状态的文字表述替代 ASCP 标志，此行为不予认可。

Client for use on certified products either can use only "ASCP" mark or "ASCP" mark along with its Accreditation Body Symbol. Client cannot use ASCP's Accreditation Body Symbol alone. 获证产品的客户可仅使用 "ASCP" 标志，或同时使用 "ASCP" 标志与认可机构标志，但不得单独使用 ASCP 的认可机构标志。

Any instances observed or noticed related to misuse of Certificate or Symbol will results in the suspension of the Certificate. 任何观察到或发现的证书或标志误用情况，都将导致证书被暂停。

8.2. Instruction 使用说明

5.1 The Certified Organisation shall have a documented instructions for; 获证组织须制定书面说明，明确以下要求：

- 8.2.1.** Use of ASCP Mark on the product and relevant means of communication is encouraged and it is the decision of Certified Organisation. This is not mandatory to use the mark. 鼓励在产品及相关传播载体上使用 ASCP 标志，具体是否使用由获证组织自行决定，并非强制要求。
- 8.2.2.** The ASCP Mark to be used in such a manner that it should not give any wrong impact to related to coverage of other products, which are not certified as well as there should not be any misleading statement, which can gives wrong impression to customers of our Client. 使用 ASCP 标志时，不得给人造成其覆盖未获证产品的错误印象，且不得出现任何可能误导客户的虚假表述。
- 8.2.3.** Certified Organisations shall not authorise the use of ASCP Mark by their Customers, Sub-Contractors, Franchisee or any other third party. It is the client only, who can use the ASCP Mark. 获证组织不得授权其客户、分包商、特许经营商或任何其他第三方使用 ASCP 标志。仅获证客户本身可使用该标志。
- 8.2.4.** The ASCP Mark shall only be used by Certified Organisations during the period when it

holds valid Product Certification. ASCP 标志仅可由获证组织在其持有有效产品认证的期间内使用。

8.2.5. While claiming ASCP Certification, Certified Organisation shall use ASCP Mark and/ or narrative reference to the claim of ASCP Certification only. Use of any other Symbol or Mark that is not authorized by ASCP, is not permitted to be used along with ASCP Mark. For use of Symbol of Accreditation Body of ASCP, Client has to take permission from the ASCP; upon approval of permission by ASCP the Client can use the ASCP Mark along with the Accreditation Body of ASCP. For asking permission, the Client has to send permission in writing in their letter head, with the reason to use the Symbol for accreditation body. ASCP will give permission to use the Symbol only after review of the request from the Client. 获证组织在宣称 ASCP 认证时，仅可使用 ASCP 标志和/或描述性提及 ASCP 认证相关内容。严禁将任何未经 ASCP 授权的其他标志与 ASCP 标志一同使用。若需使用 ASCP 认可机构的标志，客户须向 ASCP 提出申请；经 ASCP 批准后，客户方可将 ASCP 标志与 ASCP 认可机构标志一同使用。申请时，客户须以带有公司抬头的书面形式说明使用认可机构标志的理由。ASCP 仅在审核客户的申请后，方可批准其使用该标志。

8.2.6. The ASCP Mark shall be used by Certified Organisation only under the Name and Address, on which it holds valid Certification and for the certified products only. 获证组织仅可在其持有有效认证的名称和地址下，针对获证产品使用 ASCP 标志。

8.2.7. When providing proof of Certification, Certified Organisation shall use the Certificate along with the list of products certified along with the relevant Standards (i.e., to be presented in full). 获证组织在提供认证证明时，须同时出示证书、获证产品清单及相关标准（即完整呈现）。

8.2.8. ASCP Mark shall not be used in such a way as to imply that ASCP accepts responsibility for performance of successive Products manufactured by Certified Organisation. The responsibility related to performance of the Products lies with the Certified Organisation only. 使用 ASCP 标志时，不得暗示 ASCP 对获证组织后续生产产品的性能承担责任。产品性能相关责任仅由获证组织承担。

8.3. Situations for not to use "ASCP Mark" and/ or ASCP Certification status 禁止使用 "ASCP 标志" 和/或 ASCP 认证状态的情形

In the event of Certified Organisation being placed under Suspension / Withdrawal / Expiry of Certification, the Certified Organisation shall immediately cease to use of "ASCP Mark" on the Products as well as promotional materials or any other; or any claim of Certification; and shall cease publishing and/or distribution of documents (including advertisement, website, letter head etc.) containing the "ASCP Mark" or reference to ASCP Certification. 若获证组织的认证处于暂停、撤销或过期状态，该组织须立即停止在产品、宣传材料或其他任何载体上使用 "ASCP 标志"，停止任何认证宣称，并停止发布和/或分发包含 "ASCP 标志" 或提及 ASCP 认证的文件（包括广告、网站、信笺抬头等）。

Any false claim of Product Certification in the form of use of ASCP Mark on the other Non-certified products or any claims of other means will be treated as misuse of ASCP Certification and adverse decision related to temporary suspension of 3 months will be imposed on the Certified Client and the same will be displayed on the ASCP web site under the list of suspended Client with the reason for suspension. Client has to take Corrective Action on the suspension notice within 30 days and close the issue. The Certificate may be withdrawn or may be Scope of Certificate may be reduced if either actions taken are not satisfactory or actions are

not submitted within 30 days.若在非认证产品上使用 ASCP 标志, 或通过其他方式虚假宣称产品认证, 均视为对 ASCP 认证的误用, 获证客户将被处以 3 个月的临时暂停认证处罚, 相关信息将在 ASCP 网站的“暂停客户名单”中公示并说明暂停原因。客户须在 30 天内针对暂停通知采取纠正措施并解决问题。若采取的措施不达标, 或未在 30 天内提交措施, 证书可能被撤销或认证范围可能被缩减。

In case a Certified Organisation is found to be violating the instructions for use of mark, or misusing the same, adverse action will be initiated as per the details given as above.若发现获证组织违反标志使用说明或误用标志, 将按上述规定启动处罚程序。

9.0 Usage Requirements of CNAS and IAF marks CNAS 及 IAF 标志的使用要求

9.1. CNAS Symbol CNAS 标志



Accreditation Registration No.: CNAS *** 认可注册号: CNAS ***

9.1.1. CNAS symbol can be used for CNAS accreditation certificates, propaganda, documents, office supplies, promotional materials, web pages, etc., in ways of print and electronic graphics and others. CNAS 标志可用于 CNAS 认可证书、宣传品、文件、办公用品、促销材料、网页等, 形式包括印刷图形、电子图形等。

9.1.2. Under particular circumstances, with approval, CNAS symbols can also use a single color other than the basic color.在特殊情况下, 经批准后, CNAS 标志也可使用除基准色以外的单一颜色。

9.2. IAF/CNAS Joint Symbol IAF/CNAS 联合标志

9.2.1. The IAF/ CNAS joint logo consists of a IAF mark and a CNAS symbol, in the following form: IAF/CNAS 联合标志由 IAF 标志与 CNAS 标志组成, 形式如下:



中国认可
国际互认
管理体系
MANAGEMENT SYSTEM
CNAS CXXX-M

9.2.2. The International Accreditation Forum (IAF) has the ownership of IAF mark.国际认可论坛 (IAF) 拥有 IAF 标志的所有权。

9.2.3. CNAS is a signatory MLA member of the International Accreditation Forum (IAF) and the Asia Pacific Accreditation Cooperation (APAC) and has signed with IAF "IAF ML 2:2016 General Principles on the Use of the IAF MLA Mark", which allows using IAF mark within the prescribed limitation. ASCP can only use the IAF mark after being accredited and approved by CNAS. CNAS 是国际认可论坛 (IAF) 和亚太认可合作组织 (APAC) 的多边互认协议 (MLA) 签约成员, 并已与 IAF 签署《IAF ML 2:2016 IAF MLA 标志使用通则》, 获准在规定范围内使用 IAF 标志。ASCP 仅在获得 CNAS 认可及批准后, 方可使用 IAF 标志。

9.3. Management of CNAS Accreditation Symbols CNAS 认可标志的管理

9.3.1. CNAS Accreditation Symbols CNAS 认可标志

CNAS accreditation symbol has Chinese version and English version, composed of CNAS symbol and

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registration number, text and registration number are placed directly below the CNAS symbol, using Arial font. CNAS 认可标志分为中文版本和英文版本, 由 CNAS 图形标志与注册号组成, 文字及注册号位于 CNAS 图形标志正下方, 采用 Arial 字体。

9.3.2. CNAS Accreditation Symbols Patterns CNAS 认可标志样式

Product, process and service CB accreditation symbol pattern:产品、过程和服务认证机构 (CB) 认可标志样式:



- "PRODUCT" represents the basic accreditation system institution for CB on product, process, service; "PRODUCT" 代表产品、过程、服务认证机构的基准认可体系标识;
- "C" represents the CB accreditation; "C" 代表认证机构认可;
- "XXX" is the registered accreditation serial number of CB; "XXX" 为认证机构的认可注册号;
- "P" represents the product, process and service. "P" 代表产品、过程和服务。

9.3.3. Usage of CNAS Accreditation Symbols CNAS 认可标志的使用规范

The name of CB (or CNAS agreed name) or the logo of CB will be used together with the CNAS symbols. If necessary, the approach or methodology will be marked for tracing the meaning of CNAS symbols. 认证机构 (CB) 的名称 (或 CNAS 认可的名称) 或标志须与 CNAS 标志一同使用。必要时, 应标注追溯 CNAS 标志含义的方式或方法。

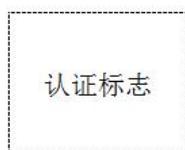
Upon the using of accreditation symbols (including seals and electronic graphics), ASCP should ensure that, ASCP 在使用认可标志 (包括印章和电子图形) 时, 须确保:

- ✓ the completeness of CNAS symbols, CNAS 标志的完整性;
- ✓ scaled up or down in proportion, and 按比例缩放;
- ✓ the color of symbol is consistent with the AB's logo, and clear and distinguishable. 标志颜色与认可机构 (AB) 标志一致, 且清晰可辨。

Except for quotations, CNAS symbols can be used for reports, certificates, propaganda, documents, office supplies, promotional materials, web pages, etc., in ways of print, electronic graphics, seals and others. 除引用场景外, CNAS 标志可用于报告、证书、宣传品、文件、办公用品、促销材料、网页等, 形式包括印刷、电子图形、印章等。

CNAS symbols and ASCP name/logo should be on the same page. CNAS 标志与 ASCP 的名称/标志须置于同一页面。

The certified client will be authorised by ASCP to use CNAS symbols with certification marks (including registration number) in the same row, such as: 获证客户经 ASCP 授权后, 可将 CNAS 标志与认证标志 (含注册号) 在同一行使用, 例如:



Certification Registration No.



System Certification

CNAS CXXX - Q

9.3.4. Usage of Certificates and Certification Marks 证书及认证标志的使用规范

Certificates and certification marks can be used for propaganda and exhibition in advertising, trade fairs, purchasing fairs or marketing products. 证书和认证标志可用于广告、展会、采购会或产品营销中的宣传与展示。

Accreditation symbols and certification marks and logo can neither be used directly on products, nor be used as proof or imply of product qualities. 认可标志、认证标志及标识不得直接用于产品上，也不得作为产品质量的证明或暗示。

Certification marks can only be used by certified clients, but must be prohibited to be transferred, sold, borrowed or falsely used in any way. Marks should be used with clear indication of the certificate registration number at the same time. It should be prevented that the incorrect use, such as false statements of certification and misuse of marks, which may lead to suspending or withdrawal of certification qualifications. 认证标志仅可由获证客户使用，严禁以任何方式转让、出售、借用或冒用。使用标志时须同时清晰标注证书注册号。应避免认证虚假宣称、标志误用等不当使用行为，此类行为可能导致认证资格被暂停或撤销。

Certification marks can be used in postal letters, advertisements and other propaganda materials. Certification marks will be used on product labels and packaging only if: 认证标志可用于信函、广告等宣传材料中。仅在以下情形下，认证标志可用于产品标签和包装：

- a) Marks on labels: the products labels clearly indicate that "The products as been certified by accredited CB comply/ conform with XXX standard"; 标签上使用：产品标签中明确标注“本产品经认可的认证机构认证，符合 XXX 标准”；
- b) Marks on packages: the products packages clearly indicate that "The packaged products as been certified by accredited CB comply/ conform with XXX standard". 包装上使用：产品包装中明确标注“本包装内的产品经认可的认证机构认证，符合 XXX 标准”。

9.3.5. In any case, the usage of certificates and certification marks shall be terminated as long as the certified client failed to pay the required certification fees or been suspended, cancelled or withdrawn. 无论何种情况，若获证客户未支付规定的认证费用，或认证被暂停、注销、撤销，其证书及认证标志的使用权须立即终止。

9.3.6. Upon the receipt of information of certificates misuse, ASCP shall respond immediately, by recording, and assigning or entrusting investigator for investigation and verification if necessary, collecting the necessary evidence. The result shall be notified to the certified client who will be required to take corrective action against misuse within a time limit. ASCP 在收到证书误用信息后，须立即响应，包括记录相关信息；必要时指派或委托调查人员进行调查核实，收集必要证据。调查结果须通知获证客户，要求其在规定期限内针对误用问题采取纠正措施。

9.4. Management of MLA Joint Mark -- IAF/ CNAS Joint Mark 多边互认协议 (MLA) 联合标志 —— IAF/CNAS 联合标志的管理

9.4.1. Pattern of IAF-MLA/ CNAS Joint Mark IAF-MLA/CNAS 联合标志样式

IAF-MLA/ CNAS joint mark consists of IAF-MLA mark and CNAS accreditation symbol in the same row. IAF-MLA/CNAS 联合标志由 IAF-MLA 标志与 CNAS 认可标志在同一行组成。

When the IAF-MLA/ CNAS joint mark and the certification body logo are used in a tight manner, the following pattern should be adopted: 当 IAF-MLA/CNAS 联合标志与认证机构标志紧密结合使用时，应采用如下样式：

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- 9.4.2.** IAF-MLA/ CNAS joint mark can be used only after ASCP signed a written agreement with CNAS and obtaining special permission and commitment to comply with the CNAS's usage regulations. IAF-MLA/CNAS 联合标志仅在 ASCP 与 CNAS 签署书面协议、获得专项许可并承诺遵守 CNAS 使用规定后，方可使用。
- 9.4.3.** Certified client are prohibited to unauthorised use IAF/ CNAS joint logo. 严禁获证客户未经授权使用 IAF/CNAS 联合标志

10.0 Usage of Textile Exchange (TE) Logos 纺织品交易所 (TE) 标识的使用规定

The Standards logos are proprietary and for any authorized use and/or display; all logo use shall conform with the guidelines described in 'TE-302-Standards-Logo-Use-Specifications' and Logo-Use-and-Claims-Guide of each specific standards, which are available at TE Document Library (<https://textileexchange.org/standards/document-library/>). 标准标识为专有标识，任何经授权的使用和/或展示均须符合《TE-302 -标准标识使用规范》及各特定标准的《标识使用与声明指南》中的要求，上述文件可在纺织品交易所文档库 (<https://textileexchange.org/standards/document-library/>) 查阅。

The Textile Exchange Standards logos are the intellectual property of Textile Exchange, who reserves all rights in relation thereto. Unauthorized display, copy, and/or use of any Standards logo without prior authorization, is strictly prohibited. 纺织品交易所标准标识是纺织品交易所的知识产权，纺织品交易所保留与此相关的所有权利。严禁未经事先授权擅自展示、复制和/或使用任何标准标识。

10.1. Logos and Claims 标识与声明

For TE standards, logos usage is related to standard claims with different categories, specific prerequisites, guidelines, etc. 对于纺织品交易所 (TE) 标准，标识的使用与不同类别的标准声明相关联，涉及特定的前提条件、指导原则等。

Any logo must be used in according with corresponding claim category in content, color, language, location, etc. 任何标识的使用均须在内容、颜色、语言、位置等方面符合相应的声明类别要求。

10.2. Logo Use Authorization 标识使用授权

Any organization that uses a Standards logo shall do so in agreement with logo use terms and conditions through Textile Exchange or a licensing agreement with a Certification Body (CB), as applicable. 任何使用标准标识的组织均须通过纺织品交易所或与认证机构 (CB) 签订许可协议 (如适用)，并遵守标识使用条款和条件。

10.3. Logo Distribution 标识分发

Textile Exchange only distributes Standards logos to certification bodies (e.g. ASCP) that have been approved to provide certification services. 纺织品交易所仅向经批准可提供认证服务的认证机构 (如 ASCP) 分发标准标识。

Certified Organizations may request RCS/GRS logo files from their CB. 获证组织可向其认证机构

Owner: Executive Manager
Effective Date: 20/01/2021

Reviewed by: Executive Manager
Registered & reviewed

(CB) 申请回收声明标准 (RCS) /全球回收标准 (GRS) 标识文件。

Non-Certified Organizations may request RCS/GRS logos from the CB of their RCS/GRS certified supplier. The CB may request a signed agreement or approved Label Release Form prior to distribution. 非获证组织可向其 RCS/GRS 认证供应商的认证机构 (CB) 申请 RCS/GRS 标识。认证机构 (CB) 在分发前可要求提交签署的协议或经批准的标签发布表。

10.4. Correct Usage 正确使用

TE gives clear and strict requirements with legal force on correct use of standards logos, including formats, sizes, positions, allowed languages, colors and applications. Please refer to 'TE-302-Standards-Logo-Use-Specifications' in the latest version. 纺织品交易所对标准标识的正确使用 (包括格式、尺寸、位置、允许使用的语言、颜色及应用场景) 制定了明确且具有法律效力的严格要求。详情请参考最新版本的《TE-302 -标准标识使用规范》。

10.5. Approval 审批

All artwork intended for product application shall be approved by the CB prior to being applied to the products. 所有拟用于产品的标识设计均须在应用于产品前经认证机构 (CB) 审批。

Both Certified Organizations and Non-Certified Organizations may apply for approval of standard artwork. The responsible Organization shall send all standard artwork to an approved CB for approval prior to use. 获证组织和非获证组织均可申请标准标识设计的审批。责任组织须在使用前将所有标准标识设计提交给经批准的认证机构 (CB) 审批。

CBs are to review artwork for compliance with the standard Logo Use and Claims Guide and give approval through the Label Release Form. 认证机构 (CB) 应审核标识设计是否符合《标准标识使用与声明指南》，并通过标签发布表予以批准。

10.6. Misuse 误用处理

10.6.1. When the misuse has been identified by approved user, the misuser must take all necessary measures to stop the misuse, and notify their CB and TE in the first time. 若经授权用户发现标识被误用，误用者须采取一切必要措施停止误用，并第一时间通知其认证机构 (CB) 和纺织品交易所 (TE)。

10.6.2. Any misuse of logos identified by ASCP, who has responsibility to warn the misuser or make own decision to take any radical measures, which ensure that misusing will be stopped as soon as possible. 若 ASCP 发现任何标识误用情况，有责任向误用者发出警告，或自主决定采取任何根本措施，以确保误用行为尽快停止。

10.6.3. Textile Exchange reserves the right to take legal action against any party that uses, displays, and/or copies any Standards logo without prior authorization. 纺织品交易所保留对任何未经授权而使用、展示和/或复制任何标准标识的一方采取法律行动的权利。

Textile Exchange will pursue all legal means to stop and remedy any unauthorized or misleading use of any standard name or standard logo. Textile Exchange will make public any misuse of any standard names or standard logo in order to maintain trust in the it Standards. 纺织品交易所将通过一切法律手段制止并纠正任何对标准名称或标准标识的未经授权使用或误导性使用，并将公开任何对标准名称或标准标识的误用情况，以维护其标准的公信力。

11.0 Suspending, Withdrawal and Cancellation of Certificates, Certification Marks and Logos, and Accreditation Symbols 证书、认证标志、标识及认可标志的暂停、撤销与注销

Once the certification qualification of the certified client has been suspended, withdrawn or

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cancelled by ASCP, the certificate, certification mark and logo and accreditation symbols will be treated as the same. The implementation shall be carried out in accordance with the "QSP20-Surveillance, Re-certification Management Procedures". 一旦获证客户的认证资格被 ASCP 暂停、撤销或注销，其证书、认证标志、标识及认可标志将按相同方式处理。相关执行需依据《QSP20 -监督、再认证管理程序》进行。

11.1. Whoever been verified about falsely using, falsifying ASCP certificates, certification marks and logos, accreditation symbols, ASCP will hold those responsible accountable. Marketing Unit and Customer Service Unit are responsible for the matters. 若经查实存在冒用、伪造 ASCP 证书、认证标志、标识及认可标志的行为，ASCP 将追究相关责任人的责任。市场部和客户服务部负责处理此类事宜。

11.2. After withdrawal/ cancellation of the certificate, the original registration number shall be abolished and no longer used. 证书被撤销/注销后，原注册编号应予以废止，不再使用。

12.0 Certificates Renewal during Validity Period 证书有效期内的换发

During the validity period, the registration number, year number, order number and validity period of the certificate shall remain valid, and the date of renewal shall be indicated. 在证书有效期内，证书的注册号、年份编号、顺序号及有效期保持有效，并需注明换发日期。

13.0 Certificates Renewal after Re-certification

The certificate shall be renewed after re-certification with newly granted registration number. The registration number shall be marked suffix "R". For example, the initial certification is R0, the first re-certification is R1, the second re-certification is R2, and so on. 再认证通过后，证书将换发并赋予新的注册号。注册号需标注后缀 "R"，例如：初始认证为 R0，第一次再认证为 R1，第二次再认证为 R2，以此类推。

14.0 Certificate Numbering Rules 证书编号规则

14.1. A single certificate number will be granted for the certification against the same management system from the same CB; 同一认证机构 (CB) 对同一管理体系的认证，仅授予唯一证书编号。

14.2. The certificate number consists of accreditation registration number, year, standard/scheme code number, cumulative order number of the certificate issued in the current year and suffix. The format is as follows: 证书编号由认可注册号、年份、标准/方案代码、当年证书累计发放顺序号及后缀组成，格式如下：

XXX	YY	QX	XXXX	RX	L(M/S)	-A	XX
Accreditation Registration No. 认可注册号	Year 年份	Standard/ Scheme Code No. 标准/方案代码	Cumulative Order No. 累计顺序号	Suffix 1 后缀 1	Suffix 2 后缀 2	Sub-certificate 分证书	Sub-certificate Serial Order No. 分证书序号

- Accreditation registration number is the accreditation registration number of ASCP; 认可注册号指 ASCP 的认可注册号;
- YY indicates the last two digits in the year of issuance, for example, 20 for 2020 and 21 for 2021; YY 表示发证年份的后两位数字，例如：2020 年表示为 20，2021 年表示为 21;

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- "Q1" represents GB/T 19001/ISO 9001 ;"Q1" 代表 GB/T19001/ISO 9001 (质量管理体系) ;
- "E2" represents GB/T24001/ISO 14001;"E2" 代表 GB/T 24001/ISO 14001 (环境管理体系) ;
- "S1" represents GB/T45001/ISO45001 "S1" 代表 GB/T 45001/ISO 45001 (职业健康安全管理体系) ;
- "P1" represents product certification."P1" 代表产品认证。

14.3. For IMS certification, standard/scheme code No. is consist of the corresponding management system certification standards/ scheme codes;对于整合管理体系 (IMS) 认证, 标准/方案代码由相应的管理体系认证标准/方案代码组合而成:

- Q1E2 represents the IMS of GB/T19001/ISO9001 and GB/T24001/ISO14001; Q1E2 代表 GB/T 19001/ISO 9001 与 GB/T 24001/ISO 14001 的整合管理体系;
- Q1/ E2/ S1 represents the IMS of GB/T19001/ISO9001, GB/T24001/ISO14001 and GB/T45001/ISO45001. Q1/E2/S1 代表 GB/T 19001/ISO 9001、GB/T 24001/ISO 14001 与 GB/T 45001/ISO 45001 的整合管理体系。

14.4. "XXXX" Cumulative Order No. indicates ASCP cumulative number of certificates issued in that year: 0001 0002....."XXXX" (累计顺序号) 表示 ASCP 当年累计发放的证书数量, 编号为 0001、0002.....

14.5. "RX" indicates the certificate number of initial certification or re-certification, e.g. initial certification for R0, the first re-evaluation for R1, the second re-evaluation for R2,..... "RX" 表示初始认证或再认证的证书编号, 例如: 初始认证为 R0, 第一次再认证为 R1, 第二次再认证为 R2.....

14.6. "Suffix 2" indicates the audtee's scale: L for large organisations with more than 1000 employees within the certification scope, M for medium organisations with 500-1000 employees within the certification scope, and S for small organisations with 50 employees or less within the certification scope. "后缀 2" 表示受审核方规模: L 代表认证范围内员工人数超过 1000 人的大型组织; M 代表认证范围内员工人数为 50 - 1000 人的中型组织; S 代表认证范围内员工人数为 50 人及以下的小型组织。

14.7. "X" indicates the sub-certificate registration number for multi-site organisations. When the certification scope of the same organisation covers multiple sites and needs for sub-certificates, the dashes and serial numbers are added at the end of the certification certificate code, e.g. -1,-2,-3. "X" 表示多场所组织的分证书注册号。当同一组织的认证范围涵盖多个场所且需要分证书时, 在证书编号末尾添加短横线及序号, 例如: -1、-2、-3。

Revision History 修订历史

Revision # 修订编号	Effective date 生效日期	Section 章节	Change Description 变更描述
A00	01/12/2020	All	Initial edition released. 初始版本发布
A01	20/01/2021	Section 10.0	added
A02	08/08/2025	3.0Referenced Documents & Documented Information 参考文件和文件化信息	Adjust the file number and update the reference file. 调整文件编号并更新参考文件

Owner: Executive Manager
Effective Date: 20/01/2021

Reviewed by: Executive Manager
Registered & reviewed