

## **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     |
| PL0515                    | Use of IOAS accreditation symbol IOAS 认可标识使用规范                               |

## 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



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

Hard copies are uncontrolled.

Verify Effective Date prior to use.



with the certified site name, address, product category and the process involved. The scope of certification should indicate the covered sites when necessary (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 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:



- a) "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;
- b) "C" represents the CB accreditation; "C" 代表认证机构认可;
- c) "XXX" is the registered accreditation serial number of CB; "XXX" 为认证机构的认可注册序列号;
- d) "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。

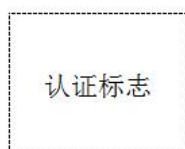
Upon the using of accreditation symbols (including seals and electronic graphics), ASCP should ensure that, ASCP 在使用认可标志 (包括印章和电子图形) 时, 须确保:

- ✓ 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限须立即终止。

**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：

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

Hard copies are uncontrolled.  
Verify Effective Date prior to use.



CNAS CXXX – Q

- 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

## 9.5 Policy on Accreditation Claims and Use of the IOAS Accreditation Symbol 认可声明及 IOAS 认可标识使用相关政策

### 9.5.1 IOAS Acronym and Logo IOAS 缩写与标识

The IOAS acronym is that indicated here, is legally registered and protected, and is only for use by IOAS, unless used in conjunction with a written statement of accredited status (see Section 9.5.4.9 and 9.5.4.10 below): 本文件所示的 IOAS 缩写已完成法定注册并受法律保护，仅允许 IOAS 自身使用；除非与经认可状态的书面声明一并使用（详见下文第 9.5.4.9 条、9.5.4.10 条）

United States Patent and Trademark Office

# IOAS

The IOAS logo is that indicated here. It shall not be used by any other entity unless specific permission has been given by IOAS (e.g., for promotional, sponsorship or joint events with others). 本文件所示即为 IOAS 官方 LOGO。未经 IOAS 专项书面许可，任何其他机构不得使用该 LOGO（适用于对外宣传、赞助活动、或联合活动等场景）。



### 9.5.2 Who Can Make Claims 声明主体范围

Claims of being accredited or in some way approved by or linked with IOAS might occur through use of the IOAS acronym in conjunction with a written or verbal statement, or through use of the IOAS accreditation symbol. 声明已获得 IOAS 认可或以某种方式获其认可或与之关联，可通过以下形式作出：配合书面或口头说明使用 IOAS 缩写，或是使用 IOAS 认可标志。

Claims of being accredited by IOAS through statements or by use of the IOAS accreditation symbol shall only be made by CBs that have been issued an IOAS accreditation certificate. The following entities shall not make any such claim: 仅持有 IOAS 认可证书的认证机构（CB），方可通过文字声明或使用 IOAS 认可标志，作出“获得 IOAS 认可”相关声明。以下主体禁止作出任何此类声明：

CBs that have applied to IOAS but have not yet been issued an accreditation certificate by IOAS. 已向 IOAS 提交认可申请、但尚未取得 IOAS 颁发认可证书的认证机构（CB）。

CBs that have been assessed by IOAS but have not been issued an accreditation certificate by IOAS. This applies to CBs in schemes where another entity makes the accreditation decision or where the CB has requested assessment but not accreditation. 经 IOAS 评估，但尚未取得 IOAS 认可证书的认证机构。此规定适用于以下方案下的认证机构（CB）：由其他实体作出认可决定，或认证机构已申请评估但未申请认可。

CBs, inspection bodies or other entities that are subcontracted by an IOAS accredited CB. 由已获 IOAS 认可的认证机构分包委托的认证机构、检验机构及其他各类主体。

Any other entities including certified operators or non-certified operators. 其余所有主体，包括持证运营方与未持证运营方。

### **9.5.3 Obligatory and Optional Use by Accredited CBs 获认可认证机构标识的强制使用与可选使用要求**

In order that interested parties are correctly informed of the CB's accreditation status, CBs that have received an IOAS accreditation certificate are required to declare their accredited status: 为使相关方能准确知晓认证机构的认可资质状态，已取得 IOAS 认可证书的认证机构，必须在以下两处公示自身获认可资质：

On scope certificates issued to operators under the IOAS accredited scheme. 依据 IOAS 认可方案向运营方出具的范围证书上；

On their websites. 认证机构自有官方网站。

In both cases, the CB may choose between making written statements or using the IOAS accreditation symbol following the requirements in Section 9.5.4. 针对上述两类场景，认证机构可二选一执行：出具文字资质声明，或遵照第 9.5.4 条规范使用 IOAS 认可标志。

Written claims or use of the accreditation symbol are optional for accredited CBs on promotional materials, CB documents, letterheads, and business cards. 获认可认证机构可自行选择是否在宣传物料、机构文件、信头及名片上刊载文字资质声明或使用认可标志，该类场景无强制要求。

Accreditation claims of whatever kind and location shall not be misleading about the scope of the Accreditation (see Section 9.5.4). 无论何种形式、置于何处的认可资质声明，均不得对认可范围产生误导（详见第 9.5.4 条）。

### **9.5.4 Format of CB Claims on Operator Scope Certificates, Websites and Other Materials 认证机构在运营方范围证书、官网及其他材料上作资质声明的格式规范**

9.5.4.1 The IOAS accreditation symbol is in the formats which appear below: IOAS 认可标志采用如下所示样式：



9.5.4.2 The symbol is based on the IOAS company logo with the addition of the words 'Product Certification' which denotes the activity to which the accreditation refers, along with the contract number of the certification body allocated by the IOAS. 该认可标识以 IOAS 企业 LOGO 为基础，附加文字“产



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

Hard copies are uncontrolled.  
Verify Effective Date prior to use.



品认证”（用以标注本次认可对应的业务范畴），同时标注由 IOAS 分配给该认证机构的编号。

9.5.4.3 Each certification body will, on accreditation, be issued an electronic version of their unique symbol indicating the correct contract number.各认证机构在完成认可授予时，IOAS 将发放专属标识的电子版文件，标识上标注对应正式合同编号。

9.5.4.4 When used by an accredited CB, this symbol must be used without alteration.获认可的认证机构使用该标识时，严禁对标识进行任何修改。

9.5.4.5 The IOAS accreditation symbol may not be used by CBs under schemes for which IOAS does not make the accreditation decision.若某认证方案的认可决议不由 IOAS 作出，则对应认证机构不得使用 IOAS 认可标识。

9.5.4.6 In all cases the symbol may be used in its actual colour or in black and white but it must keep its original proportions. No other colour variations are accepted.标识可使用原厂标准配色，也可采用黑白单色版本，但必须保留原始长宽比例；不允许使用其他任何变色版本。

9.5.4.7 The IOAS accreditation symbol shall only be used in conjunction with the logo of the CB, which shall not be of larger size. IOAS 认可标识必须与认证机构自有 LOGO 配套使用，且认证机构 LOGO 尺寸不得大于该认可标识。

9.5.4.8 The size of the accreditation symbol shall not be so small that the contract number is illegible.认可标识的尺寸不得过小，需保证标识内的合同编号清晰可辨。

9.5.4.9 If the CB prefers not to use the accreditation symbol, statements on certificates are permitted such as:若认证机构选择不使用认可标识，可在证书上采用如下书面声明形式（示例见下文）：

'This certificate is issued within the scope of the accreditation for product certification issued by IOAS. Accreditation number: (CB contract number with IOAS)'."本证书在 IOAS 授予的产品认证认可业务范围内出具。认可编号：（认证机构与 IOAS 签订的合同编号）。"

9.5.4.10 Statements, rather than the IOAS accreditation symbol, may also be used on websites. These statements should take the format:机构官网也可使用书面声明替代 IOAS 认可标识，声明须采用以下标准格式：

'CB name is accredited by IOAS for the scope of product certification. Accreditation number: (CB contract number with IOAs). Please refer to [www.ioas.org/accreditation/accredited-bodies/](http://www.ioas.org/accreditation/accredited-bodies/) for current information'."（认证机构名称）已获 IOAS 产品认证领域认可。认可编号：（认证机构与 IOAS 签订的合同编号）。最新资质信息请查阅官网：[www.ioas.org/accreditation/accredited-bodies/](http://www.ioas.org/accreditation/accredited-bodies/) "

9.5.4.11 If CB promotional material refers to any activity not covered by the accreditation scope, those activities must be specifically noted as not accredited and reference to the accreditation scope on the IOAS website must be included.若认证机构宣传资料提及超出认可范围的业务，必须专门标注该类业务未获认可，同时附上 IOAS 官网认可范围查询链接。

9.5.4.12 Promotional material that specifically mentions categories of activity that are not covered by the accreditation scope shall not mention the accreditation status without specifically referring to the accreditation scope and clearly indicating those categories of activity that are not accredited. Thus, a brochure that, for example, mentions the certification of non-scope activities shall not include on the brochure the accreditation status without specifying the activities that are not accredited.宣传材料若明确提及认可范围之外的活动类别，在未特别说明认可范围并清晰标注未获认可活动的情况下，举例：宣传手册中若提及非认可范围内的认证业务，则不得仅标注机构具备 IOAS 认可资质，而不区分未获认可的业务。

9.5.4.13 The same rule applies to promotional material that mentions other certification schemes operated by the CB that are not covered by the accreditation scope. Thus, a brochure that mentions, for example, that the CB operates a sustainable forestry certification scheme which is outside of the scope of accreditation shall not mention the IOAS accreditation status without clearly indicating the scheme that is not accredited. In such a case the statement that 'Certifier X is accredited' is not permitted without the

**required clarifying language.** 本条规则同样适用于宣传资料中介绍机构运营的、不在认可范围内的其他认证方案。举例：手册中若说明本机构运营可持续林业认证体系，且该体系不在认可范围，则标注 **IOAS 认可** 资质时，必须清晰说明该林业体系未获认可；此种情形下，仅简单表述“X 认证机构获认可”、未附加限定说明文字的声明不予允许。

**9.5.4.14 Materials that do not mention specific activities or schemes such as letterheads or business cards may refer to the accreditation status without limiting clauses if there are no schemes outside of the accreditation scope. If the Certification Body does operate other certification schemes, the accreditation reference must specify the applicable, accredited scheme.** 对于未列明具体业务、认证方案的材料（如公函信头、名片），若机构不存在任何超出认可范围的认证方案，可直接标注认可资质，无需附加限定条款；若机构同时运营其他认证方案，则提及认可资质时，必须明确列明适用、已获认可的方案。

**9.5.4.15 If the CB's promotional material refers solely to activities not covered by the accreditation scope, no reference to IOAS accreditation shall be made.** 若认证机构的宣传资料仅介绍超出认可范围的业务，不得提及任何 **IOAS 认可** 相关内容。

### **9.5.6 References to Accreditation by Operators 运营方作出认可相关声明的规范**

Operators may make statements regarding the accreditation status of their Certification Body in brochures and other promotional material as long as IOAS and any scheme owner rules are observed. 运营方可在宣传手册及其他推广材料中，就其合作认证机构的认可资质作出声明，但必须遵守 **IOAS** 及对应方案所有者的全部规则。

Accreditation statements shall clearly refer to the Certification Body and not any product. Thus, statements such as this product is certified by Certifier X, an IOAS accredited Certification Body are permitted if in line with more specific scheme owner rules. A statement such as "Scheme name accredited" on the promotional material is not permitted. 认可声明必须明确提及认证机构而非任何产品。示例：在符合具体的方案所有者细则的前提下，可使用“本产品由 X 认证机构认证，该机构为获 **IOAS** 认可的认证机构”这类表述；严禁在宣传材料中单独标注“本方案已获认可”。

If the operator's promotional material refers solely to products not covered by the accreditation scope, no reference to accreditation shall be made. 若运营方宣传材料仅展示不在认可范围内的产品，则不得提及认可相关内容。

If the promotional material refers to products, only some of which are covered by the accreditation scope, then reference to the accreditation shall state the categories of accreditation covered by the accreditation scope. 若宣传材料涉及的产品中仅部分属于认可范围所涵盖，在提及认可资质时，须明确说明认可范围内涵盖的具体类别。

### **9.5.7 Accreditation or Other Misleading or Confusing Claims by Other Parties 其他主体作出具有误导、混淆效果的认可相关声明管控**

Any reference to IOAS accreditation or use of the IOAS logo or symbol by a non-accredited third party is prohibited and IOAS will take appropriate actions to address such unauthorized usage. 未获认可的第三方主体，禁止引用 **IOAS** 认可资质、使用 **IOAS** 标识或标志；针对此类未经授权的使用行为，**IOAS** 将采取相应处置措施。

**IOAS shall monitor and follow up on any claims or use of the IOAS logo and acronym that may cause confusion in the market.** **IOAS** 将持续监督、跟进任何易在市场中造成混淆的声明，以及 **IOAS** 标识、缩写的不当使用行为。

## **10.0 Usage of Logos 标识的使用规定**

### **10.0.1. 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。

#### **10.0.2. Usage of Better cotton Initiative (BCI) Logos 良好棉花协会（BCI）标识的使用规定**

The use and pre-approval requirements for the Better Cotton logo and claims shall be strictly complied with the provisions of the Better Cotton Claims Framework issued by BCI, a normative document whose latest valid version is available for access from the document library on BCI's official website (<https://bettercotton.org/wp-content/uploads/2025/10/Claims-Framework-v4.1.pdf>).

良好棉花标志及声明的使用及预审批要求应严格遵守 BCI 发布的《良好棉花声明框架》（“Better Cotton Claims Framework”）规范性文件的要求，该文件的最新有效版本可从 BCI 官网文档库获取(<https://bettercotton.org/wp-content/uploads/2025/10/Claims-Framework-v4.1.pdf>)

Compliance certificates and mark usage requirements are defined in certification contract and Better Cotton's specific labeling guidelines. By accepting the certification contract form

ASCP, the organization undertakes to meet all relevant requirements. Organization shall only use marks upon signing a license agreement with ASCP.

证书和标志使用要求在认证合同和良好棉花的具体标签指南中定义。通过接受 ASCP 的认证合同，组织承诺满足所有相关要求。组织仅能在与 ASCP 签订良好棉花分许可协议后使用这些标志。

#### **10.1. Logos and Claims 标识与声明**

For TE/BCI standards, logos usage is related to standard claims with different categories, specific prerequisites, guidelines, etc. 对于纺织品交易所（TE）/良好棉花协会（BCI）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/Better Cotton Initiative only distributes Standards logos to certification bodies (e.g. ASCP) that have been approved to provide certification services. 纺织品交易所/良好棉花协会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/BCI logo files from their CB. 获证组织可向其认证

机构（CB）申请回收声明标准（RCS）/全球回收标准（GRS）/良好棉花协会（BCI）标识文件。

Non-Certified Organizations may request RCS/GRS/BCI logos from the CB of their RCS/GRS/BCI 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/BCI 认证供应商的认证机构（CB）申请 RCS/GRS/BCI 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表表。

#### **10.4. Correct Usage 正确使用**

**10.4.1.** 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》。

**10.4.2.** BCI 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. 良好棉花协会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。详情请参考以下链接：

品牌/零售商标志： <https://bettercottoninitiative.canto.global/v/QR79QU78Q6/folder/MJ08C?viewIndex=0>

供应商/制造商标志样式： <https://bettercottoninitiative.canto.global/b/K3M1T>

非会员标志样式： <https://bettercottoninitiative.canto.global/b/T7BS1>

#### **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》，并通过标签发表表予以批准。

#### **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, TE/BCI and **IOAS** 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），纺织品交易所（TE）/良好棉花协会（BCI）及 **IOAS**。

**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/Better Cotton Initiative 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/良好棉花协会保留对任何未经事先授权而使用、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/Better Cotton Initiative 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/良好棉花协会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。

## **10.7 Surveillance and Dealing with Incorrect or Unauthorised Claims by IOAS IOAS 对不当/未经授权声明的监控处理**

10.7.1 The correct format and use of any accreditation claims and/or the accreditation symbol by clients of IOAS as described above shall be verified as part of IOAS assessment and surveillance measures. IOAS 在开展评审与监督活动时，需核查其客户是否按照上述规定，规范格式、合规使用各类认可资质声明及/或认可标识。

10.7.2 Non-conformities shall be issued and CB corrective actions taken to resolve such issues in line with the normal assessment process. 针对不合规项将开具不符合项报告，认证机构须依照常规评审流程采取纠正措施，完成问题整改。

10.7.3 Incorrect or unauthorized use by other parties may come to IOAS's notice through complaints, leads provided by other sources and by active web surveillance. 其他方的错误或未经授权使用行为可能通过投诉、其他来源提供的线索以及主动网络监控等方式被 IOAS 获悉。。

10.7.4 Any potential misuse should be brought to the attention of the Quality Director (QD). All notifications of potential misuse shall normally be made in writing or electronically containing any evidence (labels, brochures, etc.) to support the alleged misuse. 任何潜在的滥用行为均应提请质量总监 (QD) 注意。所有关于潜在滥用的报告通常应以书面或电子形式提交，并附上支持所指控滥用行为的证据 (如标签、宣传册等)。

## **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 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<br>Registration No.<br>认可注册号 | Year<br>年份 | Standard/<br>Scheme Code No.<br>标准/方案代码 | Cumulative<br>Order No.<br>累计顺序<br>号 | Suffix 1<br>后缀 1 | Suffix 2<br>后缀 2 | Sub-certificate<br>分证书 | Sub-certificate Serial<br>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；
- “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。

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

Hard copies are uncontrolled.

Verify Effective Date prior to use.



- 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 #<br>修订编号 | Effective date<br>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 |
| A03                | 02/03/2026             |                                                             | Add relevant requirement of Better Cotton Initiative                |
| A04                | 13/07/2026             | 3.0/9.5/10.6.1/10.7                                         | Add requirements of IOAS PL0515                                     |