



PUBLIC REGULATION
Rules for Usage of ABA Logos

VERSION D
Issued date 05-02-2022

1. PURPOSE AND SCOPE

This document defines the rules for the use of ABA logos to ensure that said logos are not used in a manner that may be considered misleading to clients or bring accreditation into disrepute. ABA reserves the right to determine regulations to meet this objective and to assess their effective implementation. It is the accredited Organizations responsibility to ensure full conformity with these regulations.

2. RULES

1. The Accreditation Board of America (ABA) owns two different logos which are registered as intellectual property with the United States Patent and Trademark Office.
 - a. **The Corporate Logo** to be used **EXCLUSIVELY** by ABA to represent its service.



The ABA Corporate Logo **MAY NOT** be used by any other organization for any purpose. ABA permanent and contracted staff may use the ABA Corporate logo when giving presentations and the logo is also incorporated into stationery to be use by them. Assessors who undertake work on behalf of ABA are not permitted to use the ABA Accreditation logo.

- b. **The Accreditation Logo** to be issued to CAB's to demonstrate their accreditation with ABA



Both logos are the intellectual property of ABA.



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2. The ABA Accreditation Logo is to be used only by ABA Accredited CAB's as prescribed herein in the following manner:



ACCREDITATION NO.
123456789



ACCREDITATION NO.
123456789



ACCREDITATION NO.
123456789



ACCREDITATION NO.
123456789

Upon a successful evaluation, the ABA Accreditation Manager or Designee would send the CAB the appropriate ABA Accreditation Logo to be used along with this document with the instructions of how to use it as shown below.

3. INSTRUCTIONS

1. The ABA Accreditation Logo shall only be printed in one of the following colors: All Black, All Red, All Blue or the red-blue and black as indicated in the graphics above.
2. The use of the ABA Accreditation Logo is restricted to ABA accredited organizations.
3. An organization may only display the ABA Accreditation Logo or refer to accreditation relating to the organization's accredited activities.
4. The ABA Accreditation Logo shall not be modified from its current design. It may be uniformly enlarged or reduced but it must be displayed in a form identical to that provided by the Accreditation Manager or Designee, consistent with what is shown in this document.
5. Where a CAB wishes to refer to its ABA accreditation rather than using the ABA Accreditation Logo, it shall without variation, use the phrase, 'An ABA accredited [calibration laboratory] [testing laboratory] [certification body] [inspection body] [verification body] etc. Accreditation No. '0000'.
6. A CAB shall only claim that it is accredited in respect of the activities and sites which are defined in the 'scope of accreditation'.
7. It is ABA policy to require that accredited CABs use the ABA Accreditation Logo or reference to accreditation on reports and/or certificates. When the ABA Accreditation Logo or prescribed text is not used on a report and/or certificate, conformity with the applicable accreditation standard cannot be presumed and the activity will not be recognized as an accredited activity. Therefore, in



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the exceptional cases where an accredited CAB chooses not to use the ABA Accreditation Logo or reference accreditation on test reports and/or certificates and where those reports/certificates contain both accredited and unaccredited activities, and subject to any requirement of law, the CAB shall identify on the test report/certificate those activities which are accredited by ABA. Reference to the current scope of accreditation (alone) is not sufficient to fulfill this requirement.

8. Where an accredited CAB uses the ABA Accreditation Logo or refers to accreditation on test reports and/or certificates and where those reports/certificates contain both accredited and unaccredited activities, then the difference in accreditation status is positively and unambiguously identified.
9. Where a CAB wishes to refer to other approvals, it shall clearly and unambiguously describe the nature of the approval and from whom it is granted and shall ensure reference to other approvals is in no way misleading to ABA accreditation.
10. A CAB shall at no time and under no circumstances use the ABA Accreditation Logo without its associated registration number and reference to its 'scope of accreditation.'
11. A CAB shall not use the ABA Accreditation Logo or make any reference to accreditation on test reports, or certificates, or quotations/contracts for work or brochures, which does not contain any accredited activity.
12. Letters printed on letterheads bearing the ABA Accreditation Logo and accompanying test reports, certificates or quotations/contracts for work containing no accredited results shall include a disclaimer stating that the attached results are not covered by the scope of accreditation.
13. Documentation issued by a laboratory bearing the ABA Accreditation Logo and/or reference to accreditation which include opinions and/or interpretations on test results must include a disclaimer (close to the symbol or the opinion/interpretation) stating that the opinions and/or interpretations are not covered by the scope of accreditation.
14. Site calibration and testing laboratories are permitted to use the ABA Accreditation Logo under the same conditions as those applicable to the permanent laboratory.
15. A calibration laboratory may issue calibration labels bearing the ABA Accreditation Logo for equipment calibrated under its scope of accreditation.
16. Where a CAB wishes to use the ABA Accreditation Logo for purposes other than letterheads, publicity or promotional materials (including web-sites), quotations or proposals, reports or



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certificates, the organization shall obtain ABA's written consent prior to any release and conform to the requirements set out in these Regulations.

17. An accredited organization shall not use a certification mark on a calibration certificate/ test report. Accredited certification bodies shall ensure that their clients do not use the certification mark on a calibration certificate/ test report. In the case of management systems certification bodies, the accredited organization shall ensure that the certification mark does not appear on products.
18. An ABA accredited organization shall not provide certification to any standard used as a basis for accrediting Conformity Assessment Bodies (CABs) (e.g. ISO/IEC 17025, ISO 15189). ABA is required to initiate suspension of an Organization's accreditation that provides such certifications.
19. A CAB is not permitted to use the ABA Accreditation Logo or text reference to accreditation on business cards held by the organization's staff.
20. ABA does not permit the end users of accredited services to use its ABA Accreditation Logos or text reference to accreditation.
21. A CAB shall not allow the fact of its accreditation to be used to imply that a product, process, system or person is approved by ABA.
22. CABs shall not refer to ABA in such a way as to state, imply or suggest that ABA accepts responsibility for the accuracy of test, calibration or inspection results or certification decisions covered by accreditation.
23. Failure to comply with the above-mentioned statements will result in the sanctions indicated in section 5.2 of the accreditation agreement.



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4. APPROVAL AND CHANGE HISTORY

DATE	CHANGE	MOST RECENT APPROVAL
01/28/2018	Initial Publication	Celso Alvarado
05/23/2018	Refreshed of the wording in item 2 and changed of the ISO/IEC 17021 accreditation logo to ISO/IEC 17021-1	Marieli Monsalve
11/09/2020	Accredited Logo update	Gisela Sánchez
05/02/2022	The Corporate Logo update	Gisela Sánchez