

Title: Instructions for Use of Reference to Certification Logo & Accreditation symbol				
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ECI Management Certification Services LLP

Medical Device Quality Management System

ISO 13485

ECI/P-20

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1. PURPOSE

The purpose of this process is to ensure proper use of Certification Logo and Accreditation Symbol by certified clients.

2. SCOPE

The use of all Certificates issued and Certification logos provided by ECI Management Certification Services LLP (hereinafter referred to as "ECI")

3. REFERENCES

BCB 202 - Conditions for Use of NABCB Accreditation Symbol and other claims of accreditation, ISO 17021

4. RESPONSIBILITY

- Certified clients shall comply with the directives provided in this document.
- ECI Auditors are responsible for verifying, at each visit, that certified clients use Certificates and Certification logos as per the directives provided in this document

5. PROCEDURE

5.1 Use of Certification Logos and Accreditation Symbol:

- ECI will provide the relevant ECI Certification Logo & Accreditation symbol to clients whose management system has been certified by ECI.
- The management system Certification Logo & Accreditation symbol shall neither be used on product nor product packaging, labels, publicity material, written announcements nor in any other way that may be interpreted as denoting product conformity.
- The Accreditation symbol shall not be used in any way that it misleads the reader about the accredited status of ECI or its client organization.
- ECI does not permit its Certification Logo & Accreditation symbol to be applied by certified clients to laboratory test reports, calibration or inspection reports or certificates.
- Certified clients have the right to utilize the Certification Logo & Accreditation symbol, in accordance with the guidelines and directives provided in this document. The Certification Logo & Accreditation symbol can be used on letterhead, brochures and for promotional material relating to certified management system.
- The Certification Logo & Accreditation symbol shall only be used whilst the quality system is maintained and the certification remains valid
- If the scope of certification does not include all products and/or services provided by the organization, and/or all locations/facilities of the organization, the material bearing the Certification Logo & Accreditation symbol shall not suggest that all Products / services/ sites/ locations of the organization are covered by the scope of certification.
- The Certification Logo & Accreditation symbol cannot be altered or modified. However, it may be resized, provided the proportions of the entire logo are maintained without distortion of its dimensions and all features of the logo are clearly distinguishable.
- The Certification Logo & Accreditation symbol cannot be displayed on buildings, flags and vehicles.

5.2 Reference to Certification:

Shall not be used on a product or affixed in any way on product packaging that may be interpreted as denoting product certification or conformity. Primary Product packaging/label is considered as that removal of which will result in disintegration or damage of the product. The statement shall in no way imply that the product, process or service is certified by this means.

The reference to certification statement shall be written as;

- Identification (e.g. brand or name) of the certified client;
- the type of management system (e.g. quality, environment) and the applicable standard;
- The name of Certification Body issuing the Certificate i.e. ECI Management Certification Services LLP E.g. ABC Pvt. Ltd., An ISO 13485 Quality Management System certified by ECI Management Certification Services LLP

In addition to the points mentioned above, the certified client is obliged to ensure that the Reference to Certification and Use of logo;

- Does not provide any misleading statement regarding its certification
- Does not use or permit the use of a certification document or any part thereof in a misleading manner.
- Upon Suspension / Withdrawal of its certification, discontinues its use of all advertising matter that contains a reference to certification, as directed by the ECI Management Certification Services LLP.
- Amends all advertising matter when the scope of certification has been reduced
- Does not allow reference to its management system certification to be used in such a way as to imply that the certification body certifies a product (including service) or process
- Does not imply that the certification applies to activities and sites that are outside the scope of certification
- Does not use its certification in such a manner that would bring the certification body and/or certification system into disrepute and lose public trust.
- An organization may photocopy or scan their current Certificate of Registration for publicity purposes and as evidence of their certification. Photocopies or electronic copies may be in full color, and do not need to be watermarked or otherwise marked as being a copy of the original.
- The right to use the certification logo or reference to certification by the organization cannot be assigned to or acquired by any other person, entity, or corporation (including through a change of ownership of the organization) without ECI's prior written consent.

ECI Management Certification Services LLP are authorized to exercise proper control of ownership of certification references and use of Certification logo, Accreditation symbol and checks the usage during routine surveillance activities and during the conduct of on-site audits. ECI could include requests for correction and corrective action, suspension, withdrawal of certification, publication of the transgression and, if necessary, legal action if incorrect references to certification status or misleading use of certification documents, Logo or audit reports are found during routine surveillance activities or during conduct of on-site audits.

1. Misuse:

Misuse of the Certification Logo, Accreditation symbol, Certificate of Registration by the certified client may result in suspension or withdrawal of the certification by ECI. ECI's considerations with respect to suspension or withdrawal will be as follows:

- Inadvertent misuse: with this activity, the organization will be required to immediately withdraw the non-conforming materials, or else ECI will suspend certification until the misuse is rectified. Repeated inadvertent misuse will not be tolerated by ECI and therefore will be cause for withdrawal of certification.

- Fraud: with an activity considered premeditated on the part of the organization, ECI will withdraw certification and publish notices to that effect on its website
<https://www.ecintcert.com/>

Guidance table for proper use of Certification Logo, Accreditation Symbol and reference to Certification:

Logo/ Symbol	On Product	On Secondary/tertiary packing used for transportation of products	On promotional material (e.g. letterhead, brochure, etc.)
Use of Certification Logo / Accreditation Symbol	Not allowed	Not allowed	Allowed
A Reference to Certification	Not allowed	Not allowed	Allowed

2. **Art work of Certification Logo & Accreditation Symbol:** ECI shall provide the artwork of ECI Certification Logo and relevant Accreditation Symbol along with the exact specification / methodology to use such Logo for relevant certification schemes.



Certification Logo & Accreditation Symbol

Use of the Accreditation is permitted in accordance with the rules specified above and the extra requirements identified in the following section.

3. **Additional Information:**

- The use of Accreditation Symbol is subjected to the permission provided by the Accreditation Body and shall not be used without permission under any circumstances, whatsoever.
- Accreditation Symbol shall not be used in isolation and shall always be used in conjunction with ECI Certification Logo and the relevant Accreditation Number as shown above in Section-7.
- Accreditation Symbol shall not be used on the visiting cards
- Certification Logo and Accreditation Symbol shall be printed in colour combination as shown in Section-7 or in Blue-black combination.
- Upon suspension, reduction or withdrawal of CAB's Accreditation, clients to discontinue its use of any reference to that Accreditation without undue delay.
- For the use of the Certification Logo and Accreditation Symbol on electronic documentation (i.e. websites), the same rules as stated in these guidelines apply.
- If you have any questions as to whether your proposed use of the Certification Logo and Accreditation Symbol on an advertisement, brochure or other promotional material is in compliance with these guidelines, please send a sample to ECI for review. You can send email at info@ec-med.com

6. RECORDS

- NA

7. REVISION HISTORY

Rev. No.	Effective Date	Details
00	01.01.2025	Initial Issue
01	10.11.2025	Change in the Company Name