



## **National Accreditation System**

# **Use of the accreditation mark and joint accreditation mark and the rules of reference to accredited status**

## **NAR-08**

**4<sup>th</sup> edition**

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## LIST OF REVISIONS

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	NAT – NAH transformation; inclusion of changes	Reregulation of entire area
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	Insertion of reference to mutual recognition of EA MLA and ILAC MRA	Additions to Chapters 2 and 5; insertion of Chapter 6

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## **1. Introduction**

- 1.1. Present regulation governs the use of the accreditation mark of the National Accreditation Authority (hereinafter: NAH) and the reference to the accredited status.
- 1.2. The scope of the regulation covers the organisations and natural persons accredited by the National Accreditation Board (hereinafter: NAT) and, after 1 January 2016, by NAH (hereinafter: accredited entities) and those using the services of the accredited entities.
- 1.3. The rules relating to the mark usage of the accredited EMAS verifiers are specified in Regulation (EC) 1221/2009.
- 1.4. The regulation is in line with the following regulations: EA-3/01:2012 (EA Conditions for the Use of Accreditation Symbols, Text Reference to Accreditation and MLA Signatory status); ILAC-P8:12/2012 ILAC Mutual Recognition Arrangement: Supplementary Requirements and Guidelines for the Use of Accreditation Symbols and for Claims of Accreditation Status by Accredited Laboratories); and ILAC-R7:05/2015 (Rules for the Use of the ILAC MRA Mark).

## **2. Definitions**

- 2.1. Accredited entities: organisation or natural person specified in paragraph (1) of Section (5) of Act CXXIV of 2015 who has a valid NAT / NAH accredited status.
- 2.2. Certificate: all documents (minutes, reports, certifications, certificates) issued by the accredited entity which gives a result, evaluation, conclusion or opinion resulting from conformity assessment activities.
- 2.3. Accreditation mark: a mark to show the accredited status issued by NAT / NAH for the accredited organisation or natural person.
- 2.4. Text reference to accredited status: a reference to the accredited status given by NAT / NAH in a specified text which contains the registration number of the accredited status given on the accreditation document and the scope of accreditation.

- 2.5. EA MLA: European co-operation for Accreditation Multilateral Agreement
- 2.6. Reference to NAH's status as signatory to EA MLA: general wording used by accredited entities to reflect NAH's status as signatory to EA MLA
- 2.7. ILAC MRA: International Laboratory Accreditation Cooperation Mutual Recognition Arrangement
- 2.8. ILAC MRA mark: text/symbol registered as such and is owned by ILAC
- 2.9. Joint accreditation mark: form of ILAC MRA and NAH accreditation marks used together
- 2.10. Joint mark: joint mark of the certification mark of the product and management system certifying organisation and the NAH accreditation mark.

### **3. Reference to the accredited status**

- 3.1. The reference to the accredited status can be done by the use of the accreditation mark or by a text reference to the accredited status.
- 3.2. The reference to the accredited status is voluntary.
- 3.3. In case the accredited entity makes a reference to the accredited status, the accredited entity is obliged to observe the provisions of present regulation.
- 3.4. In case the accredited entity does not make a reference to the accredited status in his certificates or documents it is not ensured that they will be accepted as the result of an accredited activity according to the relevant standards of MSZ EN ISO/IEC 17000 standards without a separate certification. During the surveillance NAH takes into account only the documents with reference to the status.
- 3.5. The management system certifying organisations may not issue certifications in their scope of accreditation without reference to the accredited status according to Resolution 2015-14 of the IAF - International Accreditation Forum.

### **4. Use of the accreditation mark**

#### **4.1. General rules of the use of the accreditation mark**

- 4.1.1. The accreditation mark consists of the NAH logo, the accreditation category and the registration number of the accredited status, as specified in Appendix 1.
- 4.1.2. The height of the accreditation mark shall be at least 18 mm. The accreditation mark can be enlarged or reduced proportionately so as it should be legible. The accreditation mark be shown
  - a) separately in colours or in black and white as specified in Appendix 1,
  - b) in case the certification mark of the certification organisation certifying the product or the management system is colourful, the accreditation mark shall be colourful, too; or

if the certification mark is black and white the accreditation mark shall be black and white, too.

- 4.1.3. The accredited entity is entitled to use the accreditation mark during the validity period of the accredited status.
- 4.1.4. In case NAH fully suspends or revokes the accredited status, the organisation shall immediately stop using the accreditation mark and the authorisation of the usage of the accreditation mark.
- 4.1.5. In case NAH partially suspends or partially revokes the accredited status, the accredited entity shall immediately stop using the accreditation mark and the authorization of the usage of the accreditation mark on the suspended or revoked areas.
- 4.1.6. In case the validity of the accredited status expires, the organisation is not entitled to use the accreditation mark, therefore the usage of the accreditation mark shall be terminated with immediate effect.
- 4.1.7. The accredited entity may not use the accreditation mark in a misleading manner, and during its use it may not imply that NAH
  - a) undertakes responsibility for the accuracy of an actual result, or the actual activity of the accredited entity, or a certificate issued on the basis of such activity,
  - b) confirms a calibrated device, a sample product or a product
- 4.1.8. The accredited entity may use the accreditation mark in an identical form as a separate mark, or together with the certification mark of the product or management system certifying organisation<sup>1</sup>.

## **4.2. Application for the use of the accreditation mark**

- 4.2.1. The use of the accreditation mark shall be applied for in writing from NAH. The use of the accreditation mark may be applied for in writing any time during the validity period of the accredited status.
- 4.2.2. NAH sends the accreditation mark relating to the activities of the accredited entity electronically to the accredited entity.
- 4.2.3. The accredited entity is obliged to send the document samples (certificate samples) relating to the planned use of the accreditation mark to NAH prior to use.
- 4.2.4. The director general of NAH decides on the permission of the use of the accreditation mark. The accreditation mark can be used only after the receipt of the decision.
- 4.2.5. The use of the accreditation mark is free of charge.

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<sup>1</sup> See Section 8.5

### **4.3. Methods of using the accreditation mark**

- 4.3.1. The accredited entity may use the accreditation mark in all his certificates which contain only the results of his accredited activities.
- 4.3.2. The accreditation mark must not be used in certificates which are not based on the results of accredited activities.
- 4.3.3. If the accreditation mark is used in a certificate which contains the results of non-accredited activities the results of the accredited and non-accredited activities shall be clearly distinguished.
- 4.3.4. If the accreditation mark is used in a certificate which contains the results of own activities and the activities of sub-contractors the certificate shall clearly specify
  - a) which activities were performed by the sub-contractor,
  - b) whether the sub-contractor has a valid accredited status for the performed activities.
- 4.3.5. In case the sub-contractor does not have a valid accredited status for the activities performed by him, this fact shall be clearly given in the certificate.
- 4.3.6. The accredited entity may use the accreditation mark on his company letter-paper with a special permission of NAH according to the following:
  - a) if his business correspondence (contractual offer, quotation) relates not only to the accredited activity the accredited entity shall clearly and expressly indicate which activities are out of the scope of the accredited status;
  - b) if his business correspondence (contractual offer, quotation) relates only to non-accredited activity the following declaration shall be given in the letter: "The activity specified in the offer is not accredited by NAH."
  - c) if the business letter has an attachment which contains the results of the non-accredited activity the following declaration shall be given in the letter: "The attachment is the result of activities not accredited by NAH."
- 4.3.7. The accredited entity may use the accreditation mark in his publications and on his website with a special permission of NAH according to the following
  - a) it relates at least partially to the accredited activity,
  - b) it may not damage the reputation of NAH and the prestige of accreditation.
- 4.3.8. The accredited entity must not use the accreditation mark on his business card, vehicles, buildings and flags.
- 4.3.9. The accredited entity may use the accreditation mark only according to the provisions of Appendices 2-7, as specified in the NAH authorisation.

### **4.4. Use of the accreditation mark in case of multiple accreditations**

- 4.4.1. In case the accredited entity has more valid accredited statuses in the same scope of accreditation (e.g. management system certification)
- a) the individual accreditation marks may be shown next to each other or below each other, or
  - b) the registration numbers of all valid accredited statuses may be given in the accreditation mark under the scope of accreditation (consolidated mark).
- 4.4.2. The consolidated mark may not be used as a joint accreditation mark together with the ILAC MRA or IAF MLA marks.
- 4.4.3. The use of the consolidated mark shall be authorized by NAH in advance.

## **5. Text reference to the accredited status**

### **5.1. Reference to the accredited status**

5.1.1. In case the accredited entity wishes to refer to his accredited status not by the use of the accreditation mark, he may do so only with the following text, adding to registration number of the accredited status:

5.1.1.1. According to paragraph (2) of Section 16 of the Act, in case of accredited status given by NAT, if NAH has not carried out surveillance:

- a) Testing Laboratory accredited by NAT under No [registration number].
- b) Medical testing laboratory accredited by NAT under No [registration number].
- c) Sampling organisation accredited by NAT under No [registration number].
- d) Calibration laboratory accredited by NAT under No [registration number].
- e) Proficiency testing provider accredited by NAT under No [registration number].
- f) Inspection organisation accredited by NAT under No [registration number].
- g) Product certification organisation accredited by NAT under No [registration number].
- h) Management system certification organisation accredited by NAT under No [registration number].
- i) Person certifying organisation accredited by NAT under No [registration number].
- j) EMAS verifier accredited by NAT under No [registration number].
- k) EMAS verifying organisation accredited by NAT under No [registration number].
- l) EU ETS verifying organisation accredited by NAT under No [registration number].

5.1.1.2. In case of accredited status given by NAH after 1 January 2016 and after the surveillance has been carried out by NAH:

- a) Testing Laboratory accredited by NAH under No [registration number].
- b) Medical testing laboratory accredited by NAH [registration number].



- c) Sampling organisation accredited by NAH under No [registration number].
- d) Calibration laboratory accredited by NAH under No [registration number].
- e) Proficiency testing provider accredited by NAH under No [registration number].
- f) Inspection organisation accredited by NAH under No [registration number].
- g) Product certification organisation accredited by NAH under No [registration number].
- h) Management system certification organisation accredited by NAH under No [registration number].
- i) Person certifying organisation accredited by NAH under No [registration number].
- j) EMAS verifier accredited by NAH under No [registration number].
- k) EMAS verifying organisation accredited by NAH under No [registration number].
- l) EU ETS verifying organisation accredited by NAH under No [registration number].

5.1.2. The following references authorized by NAT / NAH may be used until the accredited status expires. The accredited entity may authorize the usage of the following text by the organisations certified by the accredited entity until the expiry of the validity of the certifications issued by the accredited entity.

5.1.2.1. According to paragraph (2) of Section 16 of the ACT, in case of accredited status given by NAT, if NAH has not carried out surveillance:

- a) MIR certifying organisation accredited by NAT under No [registration number].
- b) KIR certifying organisation accredited by NAT under No [registration number].
- c) MEBIR certifying organisation accredited by NAT under No [registration number].
- d) ÉBIR certifying organisation accredited by NAT under No [registration number].
- e) IBIR certifying organisation accredited by NAT under No [registration number].
- f) MEES certifying organisation accredited by NAT under No [registration number].
- g) AQAP certifying organisation accredited by NAT under No [registration number].

5.1.2.2. In case of accredited status given by NAH after the entry into force of this regulation and after the surveillance has been carried out by NAH:

Management system certifying organisation accredited by NAH under No [registration number].

5.1.3. The text reference shall be legible in any font type.

5.1.4. The accredited entity shall require his clients to use the text specified in point 5.1.1. or 5.1.2 when they make reference to the accredited entity.

5.2. After the first surveillance carried out by NAH, NAH replaces the certification of the accredited entity. The new certification contains the new registration number (NAH-X-XXXX/year). After that the accredited entity may give the text reference according to

Sections 5.1.1.2. and 5.1.2.2: The accreditation mark may be used according to the Appendix.

- 5.3. The reference to the accredited status may be given in English as follows:
- Testing laboratory accredited by NAH under No [registration number].
  - Medical testing laboratory accredited by NAH [registration number].
  - Sampling organisation accredited by NAH under No [registration number].
  - Calibration laboratory accredited by NAH under No [registration number].
  - Proficiency testing provider organisation accredited by NAH under No [registration number].
  - Inspection organisation accredited by NAH under No [registration number].
  - Product certification organisation accredited by NAH under No [registration number].
  - Management system certification organisation accredited by NAH under No [registration number].
  - Person certification organisation accredited by NAH under No [registration number].
  - EMAS verifier person accredited by NAH under No [registration number].
  - EMAS verifying organisation accredited by NAH under No [registration number].
  - EU ETS verifying organisation accredited by NAH under No [registration number].
- 5.4 Reference to NAH's status as signatory to EA MLA
- 5.4.1 The accredited entity may only use the following wording when referring to NAH's status as signatory to EA MLA:
- „NAH is a signatory to EA MLA in the fields of testing; calibration; inspection; product, management system and person certification; and verification.”
- 5.5. The provisions of Section 4.3 of this policy apply to text references.

## **6. Use of the ILAC MRA mark**

- 6.1. During NAH's status as signatory to the International Laboratory Accreditation Cooperation (ILAC) Mutual Recognition Arrangement, accredited testing or calibration laboratories, medical testing laboratories and inspection bodies are entitled to use the ILAC MRA mark together with the NAH accreditation mark (joint accreditation mark) during the validity of their accreditation.
- 6.2. The use of the joint accreditation mark can be applied for in accordance with Section 4.2.1. If the accredited entity has accredited statuses under multiple ILAC MRA scopes of accreditation, a separate application must be submitted and a separated licence agreement must be concluded in respect of each accredited status.

- 6.3. The accredited entity must attach to the application a completed and signed ILAC licence agreement in 2 copies. The licence agreement can be downloaded from NAH's website.
- 6.4. NAH will send a copy of the signed licence agreement to the accredited entity. The date of entry into force of the licence agreement is the date of signature.
- 6.5. NAH will send the joint ILAC MRA and NAH accreditation mark to the accredited entity by electronic means.
- 6.6. The accredited entity is obliged to send sample modes of the use of the joint ILAC MRA and NAH accreditation mark to NAH prior to use.
- 6.7. The detailed rules of using the ILAC MRA mark are contained in the licence agreement.
- 6.8. The accredited entity may not allow its clients to use the joint ILAC MRA and NAH mark.
- 6.9. The use of the joint accreditation mark is free of charge.

## **7. Legal consequences of illegal mark use or text reference**

- 7.1. The accredited entity is obliged to use the accreditation mark or the text reference relating to the accredited status according to the provisions of present regulation and require his clients to observe the rules relating to the use of the accreditation mark.
- 7.2. In case the provisions of present regulation are breached, NAH applies the following measures:
  - a) written warning about the breach and call for correction,
  - b) extraordinary surveillance,
  - c) publication of the illegal, wrong or misleading use or reference on the website of NAH,
  - d) other legal procedure.
- 7.3 The accredited entity is obliged to terminate the regulatory breach on the basis of the warning of NAH and inform NAH about the remedies within the deadline specified in the warning by sending the relevant documents to NAH.
- 7.4. In case the accredited entity fails to comply with the deadline specified for the remedy or does not perform the remedy fully, NAH proceeds according to the legislative provisions relating to trademark protection.
- 7.5. In case the accreditation mark or the text reference is used illegally, NAH proceeds according to the legislative provisions relating to trademark protection.

## **8. Final provisions**

- 8.1 The provisions of this policy must be applied as of the date of its entry into force.
- 8.2 The provisions of present regulation are applicable to the ongoing matters.
- 8.3 The publication of the regulation on the website of the Authority ([www.nah.gov.hu](http://www.nah.gov.hu)) is considered publication.
- 8.4 Questions not regulated herein are governed by the provisions of Act CXXIV of 2015 on National Accreditation. Unless specifically provided by the Act on National Accreditation, the provisions of Act CXL of 2004 on the General Rules of Administrative Proceedings and Services will be applicable.

# Appendices

## Appendix 1 Types of marks

### M 1.1. Accreditation mark of NAH



NAH accreditation mark colour code:

Pantone 1665 C CMYK: 0 80 100 0 RGB: 232 78 15 Hexa: #e84e0f Piros	Pantone 485 C CMYK: 0 96 100 0 RGB: 228 31 19 Hexa: #e41f12 Sötét piros	Pantone 420 C CMYK: 0 0 0 30 RGB: 198 198 198 Hexa: #c6c6c6 Szürke	Pantone Cool Gray 7 C CMYK: 0 0 0 51 RGB: 155 155 154 Hexa: #9a9a9a Sötét szürke	Pantone 376 C CMYK: 50 0 100 0 RGB: 149 193 31 Hexa: #95c11f Zöld	Pantone 361 C CMYK: 75 0 100 0 RGB: 58 170 53 Hexa: #3aa935 Sötét zöld
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REGISTRATION NUMBER: black – ARIEL

SCOPE OF ACCREDITATION: black – ARIEL

### M 1.2. Certification mark of product and management system certification organisation together with NAH accreditation mark



### M 1.3. Legend

Registration number	Scope of accreditation	Conformity assessment standard / normative document
NAH-1-0000/year	Testing Laboratory	MSZ EN ISO/IEC 17025
NAH-2-0000/year	Calibration laboratory	MSZ EN ISO/IEC 17025
NAH-3-0000/year	Inspection organisation	MSZ EN ISO/IEC 17020
NAH-4-0000/year	Management system certification organisation	MSZ EN ISO/IEC 17021
NAH-5-0000/year	Person certification organisation	MSZ EN ISO/IEC 17024
NAH-6-0000/year	Product certification organisation	MSZ EN ISO/IEC 17065
NAH-7-0000/year	Sampling organisation	MSZ EN ISO/IEC 17025
NAH-8-0000/year	Proficiency testing provider	MSZ EN ISO/IEC 17043

<b>Registration number</b>	<b>Scope of accreditation</b>	<b>Conformity assessment standard / normative document</b>
NAH-9-0000/year	Medical testing laboratory	MSZ EN ISO 15189
NAH-10-0000/year	EU ETS verifying organisation	MSZ EN ISO 14065 and 600/2012/EU Regulation
NAH-11-0000/year	Reference material producing organisation	ISO/IEC 17034 (after publication)
HU-V-0000/year	EMAS verifier EMAS verifying organisation	1221/2009/EC Regulation

## Appendix 2 Special rules for the use of the accreditation mark by laboratories and sampling organisations and their clients

- M 2.1. The rules of the use of the accreditation mark are applicable for the activities performed in the laboratory or on external sites.
- M 2.2. If the accreditation mark is used in a certificate which contains the opinion, assessment or evaluation of non-accredited activities the following declaration shall be given in the certificate: “The opinion, assessment or evaluation given in the certificate is not an activity accredited by NAT / NAH”.
- M 2.3. The accreditation mark must not be placed on the object of the inspection, sampling or calibration (on sample products, products, devices, their accessories, etc.) and it must not be used in a way that it would imply product certification.
- M 2.4. The accreditation mark may be placed on calibration label (vignette) as a result of the accredited activity if the label (vignette) shows
- a) the name of the accredited calibration laboratory,
  - b) the identification number of the equipment,
  - c) the date of the calibration and
  - d) the reference to the calibration certification.
- M 2.5. The clients of the accredited laboratory may not use the accreditation mark on the inspected sample, item, product or on their company letter-paper or publications.



### **Appendix 3 Special rules for the use of the accreditation mark by product certification organisations and their clients**

- M 3.1. The accreditation mark may only be placed on the certified product belonging to the accredited area or on its packaging together with the mark of the accredited product certifying organisation as a joint mark.
- M 3.2. In case it is not possible to place the abovementioned joint mark on the product, the joint mark may be placed on a label attached directly to the product. In case of packaging the joint mark may only be placed on the direct packaging of the product. The joint mark may not be placed on the collective packaging or temporary (e.g. transport) packaging of the product.
- M 3.3. The accredited product certification organisation may authorise its clients to use the joint mark only if NAH has consented to the joint mark use of the accredited product certifying organisation.
- M 3.4. The accredited product certification organisation is obliged to inform NAH in writing about those organisations and certified products for which it has authorised the use of the joint mark.
- M 3.5. The accredited product certification organisation is obliged to check the use of the joint mark by its clients according to present regulation. In case the joint mark is not used according to the regulation the accredited product certification organisation is obliged to apply the sanctions specified in the regulation.





#### **Appendix 4 Special rules for the use of the accreditation mark by management system certification organisations and their clients**

- M 4.1. The accreditation mark shall include “MANAGEMENT SYSTEM CERTIFICATION ORGANISATION”.
- M 4.2. The accredited management system certification organisation may use the accreditation mark authorised before present regulation comes into force until the validity period of the accredited status expires.
- M 4.3. In case of management system certification the accreditation mark relating to the accredited activity may be used together with the certification mark of the accredited management system certification organisation as a joint mark. The joint mark may not be used in a way that it would imply that it relates to the product.
- M 4.4. The accredited management system certification organisation may authorize its certified clients to use the abovementioned joint mark only if NAH has consented to the joint mark use of the accredited management system certification organisation.
- M 4.5. The accredited management system certification organisation is obliged to inform NAH in writing about those organisations for which it has authorised the use of the joint mark.
- M 4.6. The accredited management system certification organisation is obliged to check the use of the joint mark by its certified clients according to present regulation. In case the joint mark is not used according to the regulation the accredited management system certification organisation is obliged to apply the sanctions specified in the regulation.
- M 4.7. The registration number of all the accredited statuses valid in the category may be given in the accreditation mark, according to the rules of consolidated mark usage (point b) Section 4.4.1).



## **Appendix 5 Special rules for the use of the accreditation mark by person certification organisations and their clients**

M 5.1. The clients of the accredited person certification organisations are not entitled to use the accreditation mark in any form. However, the certified persons may use the certificate issued by the accredited person certification organisation to prove that the certification was performed by an accredited person certification organisation.



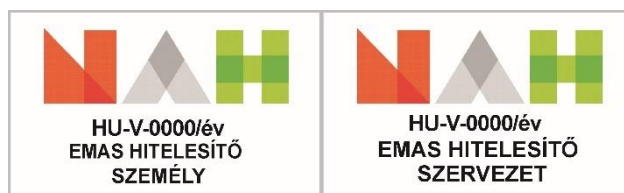
## **Appendix 6 Special rules for the use of the accreditation mark by proficiency testing providers and their clients**

M 6.1. The accreditation mark must not be placed on proficiency test samples.



## **Appendix 7 Special rules for the use of the accreditation mark by EMAS verifying persons and organisations and their clients**

M 7.1. The clients of the accredited EMAS verifier and verifying organisation are not entitled to use the accreditation mark in any form.



## **Appendix 8 Special rules for the use of the accreditation mark by EU ETS verifying organisations and their clients**

M 8.1. The clients of the accredited EU ETS verifying organisation are not entitled to use the accreditation mark in any form.



## **Appendix 9 Special rules for the use of the accreditation mark by reference material producers and their clients**

M 9.1. The accreditation mark must not be placed on reference material samples.



## Appendix 10 Joint ILAC MRA and NAH accreditation mark (sample)



ILAC MRA mark colour code: Blue: Pantone 293C