



---

*ANSI National Accreditation Board*

---

# **POLICY ON USE OF ANAB ACCREDITATION SYMBOLS AND CLAIMS OF ACCREDITATION STATUS**

---

**AUTHORITY: SENIOR DIRECTOR OF ACCREDITATION SYSTEMS INTEGRITY**

**EFFECTIVE DATE: 2020/01/28**

**DOCUMENT NUMBER: PR 1018**

## TABLE OF CONTENTS

1. Introduction.....	3
2. Definitions .....	3
3. General Requirements .....	4
4. Technical Requirements .....	5
5. Additional Requirements for Management Systems Certification Bodies.....	5
6. Additional Requirements for CABs Accredited Under Programs Based on ISO/IEC 17020, ISO/IEC 17025, ISO 17034, ISO/IEC 17043, and/or ISO 15189 .....	5
7. Suspension and Withdrawal of Accreditation .....	6
8. Enforcement.....	6
9. Changes to the Accreditation Symbol.....	7
Annex 1. Use of the ILAC MRA Mark and IAF MLA Mark.....	8
Annex 2. Conditions for Use of the ANAB Name and Accreditation Symbol by Organizations Holding an ANAB-Accredited Management Systems Certification .....	9

## 1. INTRODUCTION

1.1. This policy sets forth the conditions governing the use of the ANSI National Accreditation Board (ANAB) name and accreditation symbols, and claims of accreditation by ANAB-accredited conformity assessment bodies (CABs).

1.2. The ANAB logo is for use only by ANAB to identify itself. The ANAB logo shall not be used by any other entity.



1.3. ANAB issues specific accreditation *symbols* to accredited CABs to indicate their accredited status. The ANAB accreditation symbol (“ANAB Accreditation Symbol”) indicates the accreditation standard to which the CAB is accredited. Examples of ANAB Accreditation Symbols are:



1.4. CABs using ANSI-ASQ National Accreditation Board accreditation symbols (“retiring ANAB” accreditation symbols) are subject to this policy and shall transition to the use of the ANSI National Accreditation Board accreditation symbol no later than January 1, 2025.



1.5. CABs using ANSI accreditation symbols (“retiring ANSI” accreditation symbols) are subject to [ANSI-PR-027 Rules Governing the Use and Protection of the ANSI Accreditation Mark and References to ANSI Accreditation](#), and shall transition to the use of the ANSI National Accreditation Board accreditation symbol no later than January 1, 2025.

## 2. DEFINITIONS

2.1. The definitions of ISO/IEC 17000 and ISO/IEC 17011 apply.

### 3. GENERAL REQUIREMENTS

3.1. ANAB Accreditation Symbols and references to ANAB accreditation may be used only after accreditation has been granted. While a CAB is accredited by ANAB, it shall have the right to use the accreditation certificate (including the scope of accreditation) and the ANAB Accreditation Symbol, and reference ANAB accreditation, in accordance with this policy.

3.1.1. Applicants for accreditation shall not verbally or in writing use the ANAB Accreditation Symbol, ANAB business name, or ANAB business acronym to claim accreditation or imply accredited status in connection with the application for accreditation until ANAB grants accreditation.

3.2. Instances in which the use of the ANAB Accreditation Symbol is required may be outlined in program-specific accreditation requirements. All ANAB-accredited CABs are encouraged to display their accreditation status using the ANAB Accreditation Symbol provided to them by ANAB. Accredited CABs using the accreditation symbol benefit from the acceptance established through mutual recognition agreements among accreditation bodies.

3.3. The accredited CAB shall use only the ANAB Accreditation Symbol provided to it by ANAB. References to or descriptions of accreditation shall include, at a minimum:

- a. Applicable accreditation program (e.g., testing, calibration, product certification, management systems, personnel certification)
- b. Accreditation standard to which the CAB is accredited, and
- c. Statement that the accreditation is issued by ANAB.

3.4. If the CAB has multiple scopes of conformity assessment and one or more are not accredited by ANAB, the ANAB Accreditation Symbol cannot be used with and references to ANAB accreditation cannot be made for the unaccredited scopes of activity.

3.5. ANAB accreditation symbols and references to ANAB accreditation shall be used only under the name or registered trade name of the legal entity that holds the accreditation.

3.5.1. The ANAB-accredited CAB is not authorized, and is expressly prohibited from, transferring the right to use or allowing the use of the ANAB name or accreditation symbol to or by another entity regardless of the relationship to or with any such entity, including but not limited to an affiliated company (such as a parent or subsidiary company), outsourced company, or subcontractor.

3.6. ANAB-accredited CABs shall not use the ANAB Accreditation Symbol or make references to ANAB accreditation in any way that brings ANAB into disrepute and shall not make any statement regarding their accreditation that ANAB may consider inaccurate, misleading, or unauthorized.

3.7. When an ANAB-accredited CAB refers to accreditation in any medium – including but not limited to advertising, marketing materials, quotes, proposals, certificates, reports, stationery, and literature in hard copy or electronic format or on websites – by use of an ANAB Accreditation Symbol, ANAB business name, or ANAB business acronym, the CAB shall ensure:

- a. The accreditation symbol or statement used is specific to the applicable ANAB accreditation program;
- b. The symbol, name, or acronym is used only in relation to activities within the scope of accreditation and not associated with other activities in which the CAB or its parent or other related entity may be involved;
- c. Such reference is neither misleading nor includes any unauthorized representation of accreditation status;

- d. Such reference includes no implication that ANAB accepts responsibility for or approves of results or any opinion or interpretation derived from those results;
- e. Such reference includes no implication that a product, item, process, service (or any part of it), management system, or person is approved or certified by ANAB; and
- f. The accreditation symbol is not affixed on its own to any product or its labeling or packaging.

#### **4. TECHNICAL REQUIREMENTS**

4.1. To ensure high-quality reproduction, the accreditation symbol shall be based on the original artwork provided to the accredited CAB by ANAB. Copying the symbol from other documents or sources is prohibited.

- 4.2. The ANAB Accreditation Symbol shall be reproduced on a background that will not impede readability:
- a. In black or in blue (PMS 286 or equivalent) and red (PMS 485 or equivalent) on a white or light-colored background, or in white on a dark-colored background;
  - b. In a size that makes all features of the symbol clearly distinguishable; and
  - c. Without distortion of its dimensions.

#### **5. ADDITIONAL REQUIREMENTS FOR MANAGEMENT SYSTEMS CERTIFICATION BODIES**

5.1. The ANAB-accredited certification body shall use the ANAB Accreditation Symbol only in conjunction with its own certification mark associated with its accredited certification activities, subject to the conditions in this document.

5.1.1. When using the ANAB Accreditation Symbol, its size shall not exceed the size of the certification body's certification mark.

5.2. The ANAB Accreditation Symbol shall not be used on any document unless the document relates in whole or in part to the certification body's certification activities that are accredited by ANAB. This does not preclude an ANAB-accredited certification body from including the accreditation symbol on its letterhead or business cards.

5.3. An ANAB-accredited management systems certification body may provide the ANAB Accreditation Symbol and conditions for its use (including Annex 2 of this policy) to its clients that have ANAB-accredited certifications.

5.3.1. Certification bodies can incorporate Annex 2 within their own documentation or provide it as a separate document to their clients that have ANAB-accredited certifications. For ease of understanding, Annex 2 may be provided without the full text of this document.

#### **6. ADDITIONAL REQUIREMENTS FOR CABS ACCREDITED UNDER PROGRAMS BASED ON ISO/IEC 17020, ISO/IEC 17025, ISO 17034, ISO/IEC 17043, AND/OR ISO 15189**

6.1. When an ANAB-accredited CAB makes use of the symbol or a reference to accreditation, the CAB shall ensure:

- a. No use on reports, certificates, or any enclosures when none of the work included in a report or certificate is within the scope of accreditation; and

- b. Unaccredited work is clearly identified as such by a disclaimer.

6.2. When the ANAB Accreditation Symbol, business name, business acronym, or reference to accreditation is used for reports or certificates that contain opinions or interpretations, the CAB shall ensure:

- a. Opinions or interpretations included are based on results for which accreditation is held; and
- b. Opinions or interpretations outside the scope of accreditation but based on those results for which accreditation is held shall be clearly identified as such by a disclaimer.

6.2.1. The requirements of 6.2 apply to subcontractor results included in a report or certificate and any enclosures provided with the report or certificate.

6.3. The ANAB Accreditation Symbol and/or reference to ANAB accreditation shall not be placed on products or items produced, tested, calibrated, or inspected except on calibration, inspection, and reference material labels and proficiency testing provider documents as allowed by the specific requirements for those accreditation programs.

6.4. ANAB-accredited CABs may include results from subcontracted activities in their accredited certificates or reports bearing the accreditation symbol under the following conditions:

- a. The ANAB-accredited CAB shall inform its customer in writing of its intention to subcontract and gain approval prior to performing work.
- b. The ANAB-accredited CAB shall take full responsibility for the work performed by the subcontractor.
- c. The ANAB-accredited CAB also shall be accredited for the subcontracted work.

## 7. SUSPENSION AND WITHDRAWAL OF ACCREDITATION

7.1. Upon suspension of ANAB accreditation, the CAB shall immediately cease issuing certificates or reports for the suspended portion of the scope for the duration of the suspension.

7.2. Upon withdrawal of ANAB accreditation, the CAB shall immediately cease use of the ANAB accreditation symbol (including its use on certificates) and any references to ANAB accreditation.

## 8. ENFORCEMENT

8.1. Any use of the ANAB accreditation symbol or reference to ANAB accreditation that ANAB determines does not conform to the conditions in this policy will be considered a misuse of the symbol for which ANAB will require the CAB to cease and desist the nonconforming activity and may:

- a. Inform the CAB of proper use and provide a deadline by which the entity shall conform.
- b. Suspend accreditation activities until the CAB conforms with its obligations.
- c. Require the CAB to temporarily or permanently cease using the accreditation symbol and certificate and scope of accreditation, and return or destroy the certificate and scope to ANAB.
- d. Refuse to issue a certificate and scope of accreditation.
- e. Require corrective action.
- f. Publish notice of the CAB's transgression.
- g. Take legal action.

8.2. If a CAB whose accreditation has been withdrawn continues to use the accreditation symbol or reference to ANAB, ANAB will issue a cease and desist order, and may publish a notice on its website

indicating that the CAB is making a false claim of accreditation, in addition to any other available legal actions.

## **9. CHANGES TO THE ACCREDITATION SYMBOL**

9.1. Upon any modifications to an ANAB accreditation symbol, ANAB will inform accredited CABs of the changes and proper use, and CABs shall conform to all modifications in a timely manner.

## ANNEX 1. USE OF THE ILAC MRA MARK AND IAF MLA MARK

A1.1. ANAB is a signatory of the International Laboratory Accreditation Cooperation (ILAC) Mutual Recognition Arrangement (MRA) and the International Accreditation Forum (IAF) Multilateral Recognition Arrangement (MLA).

A1.2. ANAB is licensed by ILAC and IAF to use their respective marks and to authorize its accredited CABs to use the respective marks in combination with the ANAB Accreditation Symbol (combined mark) in accordance with the ILAC or IAF license agreement, ILAC or IAF principles for use of the mark, and this document.

A1.3. A combined mark is available only for accreditation programs for which ANAB is recognized under the ILAC MRA or IAF MLA. Information on the scopes for which ANAB is recognized are available at [www.ilac.org](http://www.ilac.org) and [www.iaf.nu](http://www.iaf.nu).

A1.4. Permission for the use of the combined mark shall be obtained from ANAB prior to use. When permission is granted, the combined mark shall be used only in the format provided, only in conjunction with an ANAB accreditation program for which ANAB is a signatory of the ILAC MRA or IAF MLA, and in accordance with any conditions for use set forth by ANAB.

A1.5. A request for permission to use the ILAC or IAF combined mark can be made using the form at <https://anab.ansi.org/combined-mark-request>.

A1.6. ANAB oversees use of the combined mark and may immediately withdraw the right to use the combined mark if the accredited CAB does not adhere to the conditions for use. ANAB assumes no responsibility for any consequences of withdrawal.



## ANNEX 2. CONDITIONS FOR USE OF THE ANAB NAME AND ACCREDITATION SYMBOL BY ORGANIZATIONS HOLDING AN ANAB-ACCREDITED MANAGEMENT SYSTEMS CERTIFICATION

A2.1. Organizations certified by an ANAB-accredited management systems certification body shall use the ANAB Accreditation Symbol only in conjunction with the accredited certification body's certification mark on the organization's stationery and literature and in its advertising, subject to the conditions in this annex and the certification body's conditions for use of its mark.

A2.2. Organizations certified by ANAB-accredited management systems certification bodies shall use only approved accreditation symbols provided by their ANAB-accredited certification body.

A2.3. The ANAB accreditation symbol shall be reproduced on a background that will not impede readability:

- a. In black or in blue (PMS 286 or equivalent) and red (PMS 485 or equivalent) on a white or light-colored background, or in white on a dark-colored background;
- b. In a size that makes all features of the symbol clearly distinguishable; and
- c. Without distortion of its dimensions.

A2.4. The certified organization may not place the ANAB accreditation symbol in isolation from the certification body's certification mark, and the size of the ANAB symbol must not exceed the size of the certification body's certification mark.

A2.5. The ANAB Accreditation Symbol shall not be used on a product or in such a way as to suggest that the certification body and/or ANAB have certified or approved any product, process, or service of a certified organization, or in any other misleading manner.

A2.5.1. If packaging, etc., used for transportation includes the approved accreditation symbol and certification mark, a clear statement must be included to the effect that the product contained therein was manufactured in a facility with [specify] management systems certified as being in conformity with [specific standard].

A.2.6. Upon withdrawal of the ANAB-accredited certification or the certification body's ANAB accreditation, the organization shall immediately discontinue use of the ANAB Accreditation Symbol, ANAB's name, and claims of accredited certification in any medium, including letterhead, electronic media, etc., and return or destroy any ANAB-accredited certification documents as required by the certification body or ANAB.

A.2.6.1. If the organization continues to use the ANAB Accreditation Symbol or reference to ANAB, ANAB will publish a notice on its website indicating that the organization is making a false claim of ANAB-accredited certification, and ANAB may take legal action.