

Use of UKAS Accreditation Symbol

1. Introduction

- 1.1 The United Kingdom Accreditation Services (UKAS) granted accreditation to the Hong Kong Quality Assurance Agency (HKQAA) on 27 March 1997 under the accreditation number 068. The Accreditation Symbol, the Tick and Crown, is conferred on certification bodies that have successfully achieved accreditation, with the consent of the Secretary of State in United Kingdom. HKQAA is able to use the UKAS Accreditation Symbol ("UKAS Symbol") on its ISO 9001, ISO 14001 management systems certificates or QSPSC product certificates, stationery, documents and publicity materials.
- 1.2 The certified organization ("Business"), holding an accredited HKQAA certificate bearing the UKAS Symbol, is able to use the Symbol on stationery, literature and advertisement. The use is subject to the conditions set out below (being extracted from the UKAS Document "The National Accreditation Logo & Symbols: Conditions for use by UKAS and UKAS accredited organisations").

2. Conditions for the use of the UKAS Symbol

The Business:

- 2.1 Shall use the UKAS Symbol in conjunction with HKQAA Certification Mark ("HKQAA Mark") strictly according to the combined mark samples below:



ISO 9001 : 2015

Certificate No.: CC XXXX



ISO 14001 : 2015

Certificate No.: CC XXXX



QSPSC : 2014

Certificate No.: CC XXXX-P



ISO 55001:2014

Certificate No.: CC XXXX

- 2.1.1 The combined mark must always be used in conjunction with Business's name adjacent to it and have the applicable standard and certificate number underneath it. (See above)
- 2.1.2 The combined mark may be reproduced based on the master versions and may be enlarged or reduced in size. The minimum height of the UKAS symbol (excluding the accreditation number 068) shall be 20mm. The mark and the certificate number shall be considered as a single entity for purpose of enlargement or reduction. Irrespective of the height of reproduction, the mark may be reproduced at a reduced height, but the mark must, in the opinion of UKAS, be legible, with no infilling.
- 2.1.3 The colour of the combined mark can be in a single colour which is the predominant colour of the document or letterhead.
- 2.1.4 The colour of the HKQAA Mark shall refer to colour artwork mark as provided by HKQAA.
- 2.2 May use the combined mark on the following items, only in respect of those accredited activities as stated on the HKQAA certificate:
 - (a) Letterhead
 - (b) Stationery
 - (c) Literature
 - (d) Publicity materials or advertisement

(Accreditation marks shall not be displayed on buildings, vehicles or flags)

- 2.3 Shall not use the combined mark on ultimate product, product label or packaging. Product packaging is considered as that which can be removed without the product disintegrating or being damaged.
- 2.4 Shall report to the Corporate Communications Unit of HKQAA for any other proposed use of the combined mark.
- 2.5 Shall not use the UKAS Symbol in the following restricted situations:
 - 2.5.1 Use the UKAS Symbol independently.
 - 2.5.2 Use the UKAS Symbol in association with any activities outside the scope which is not stated in the HKQAA certificate.
 - 2.5.3 Use the UKAS Symbol on its products or any associated documentation or certificates (including calibration certificates and test reports) unless the UKAS Symbol is awarded to the Business solely in connection with a product manufactured under an UKAS accredited product conformity scheme (i.e. QSPSC).
 - 2.5.4 Use the UKAS Symbol in such a way as to suggest that the Secretary of State or UKAS has certified or approved any products or any services supplied by a Business, or in any other misleading manner.

3. Suspension or Withdrawal

- 3.1 Any incorrect use of the UKAS Symbol may result in:
 - (a) Publication of transgression; or
 - (b) Suspension or withdrawal of accredited certification
- 3.2 The Business shall immediately cease use and distribution of any stationery, literature and documents bearing the UKAS Symbol.

4. Use together with other accreditation symbols

If a Business holds a HKQAA certificate bearing other accreditation symbols, the Business shall display all the combined marks in the same rectangular height. (See below samples)



ISO 9001 : 2015

Certificate No.: CC XXXX



ISO 9001 : 2015

Certificate No.: CC XXXX



ISO 9001 : 2015

Certificate No.: CC XXXX