

1. PURPOSE:

The system implemented by UDEM ADRIATIC D.O.O. explains usage principles of UDEM ADRIATIC D.O.O. logos in accordance with the related management system of certified institutions within the frame of certification activities.

2. SCOPE:

It determines the usage of system certification logos in suitable sizes and principles.

3. RESPONSIBLES:

Includes all clients who received certification service from UDEM ADRIATIC D.O.O.

4. DEFINITIONS:

Certificate: It is a document demonstrating the certification of a management system.

Logo: It is a symbol related to the certified management system.

5. IMPLEMENTATION:

5.1-Logo Usage:

UDEM ADRIATIC D.O.O. delivers this instruction, together with a certificate, to the clients. After signing the certification agreement, institutions certified by UDEM ADRIATIC D.O.O. are obliged to comply with the provisions of this instruction as long as the certificate validity continues. Also, if certified institutions have certificates except system certificates (such as product certificates), they must avoid using logos, resulting in ambiguity in the usage of these certificates.

The organization may not use the logo for advertising purposes for activities outside the scope of certification. The organization may use the logo for advertising purposes only within the scope covered by the certificate. In the event of suspending or canceling the certification agreement, the organization will stop using the logo. Processes of suspending or canceling certification are implemented to organizations neglecting specified requirements with this instruction.

UDEM ADRIATIC D.O.O. System Certification Logo;

1. It cannot be used on products. (The expression of “product” can mean touchable product or product in separate package, box etc.)
2. On the outer packaging used when transporting the product, wording can be used that states that the certificate does not refer to the product but to the manufacturer's management system.

3. It can be used on advertising publications of the organization or advertisement brochures within determining or without determining that refers to management system. An expression explaining that the certificate refers to the Management System such as “This product was produced in certified plant in accordance with ISO 9001:2015 Quality Management System Standard” can be used. The statement shall in no way imply that the product, process or service is certified by this means. The statement shall include identification (e.g. brand or name) of the certified client, the type of management system (QMS, MDQMS) and applicable standard, and the certification body issuing the certificate (UDEM ADRIATIC D.O.O.).
4. System Certification logo can be used according to the determined shapes and sizes in this instruction. Also sizes can be reduced and enlarged, providing that rates remain stable.
5. Changes made related to style, shape, sizes or reduction, and enlargement rates on symbols (logo) by UDEM ADRIATIC D.O.O. are notified to relevant persons by the Management Representative.
6. UDEM ADRIATIC D.O.O. accredited certification logo can be used within the frame of requirements determined in the following Table.
7. Color and style cannot be changed on UDEM ADRIATIC D.O.O. accredited certification logo. UDEM ADRIATIC D.O.O. Certification Logos can be accessed from the address of www.udemadriatic.com.

5.2 Certificate Usage:

The certificate is in the ownership of certified institution and can be never transferred to another institution or legal entity. The institution has all responsibility resulting from usage of the certificate unjustly by third parties. It can be detected that the institutions having certificate rights use the system certificate misleadingly or unjustly or use information related to the certificate by misleading consumers. This detection can be realized with;

- Informing other certified institutions about usage of certification as misleading and unjust to UDEM ADRIATIC D.O.O.,
- Examining public corporation initiating a tender, consumer courts, private companies content of certificate scope,
- Following-up in written and visual media,
- Observing on-site with realization of the audit.

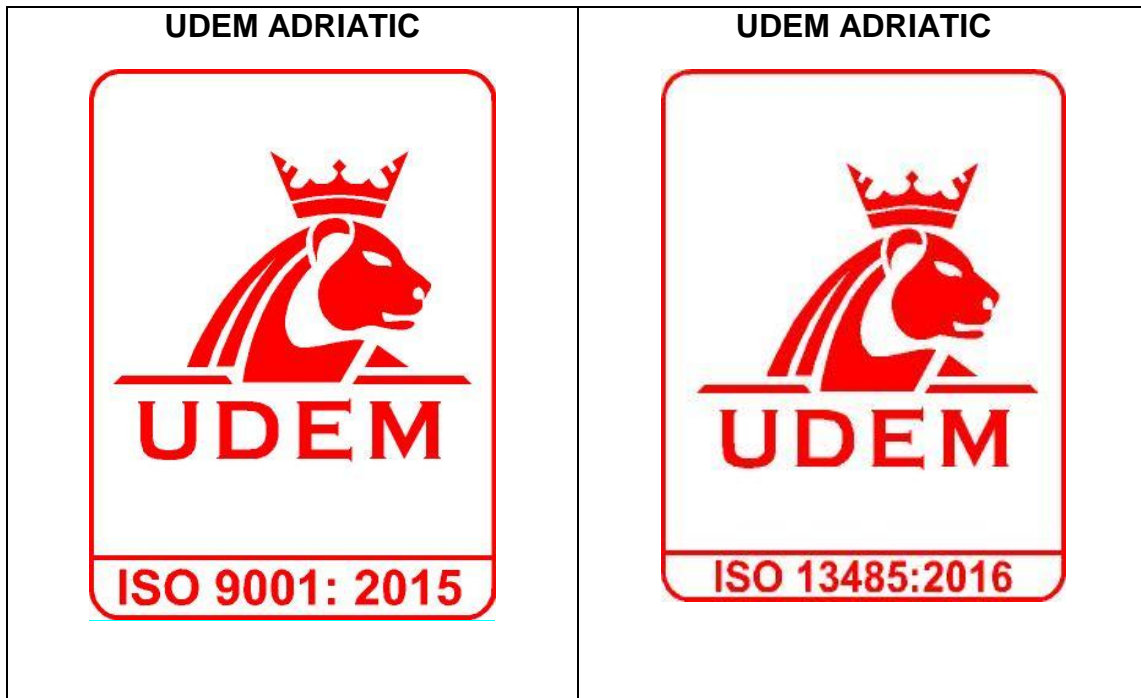
The institution using system certificate as misleading or unjust, firstly is warned in written. In required situations, Certification Manager evaluates the issue with cooperation of legal experts. If Certification Manager detects that the company violates the terms of agreement and creates situations to damage UDEM ADRIATIC D.O.O.’s reputation and also does not consider written warnings, the issue is presented to Certification Committee. Decisions taken by Certification Committee are notified to related institutions in written by Certification Manager and its result is traced. According to taken decisions, lists that are published on UDEM ADRIATIC D.O.O. web site are updated and public opinion is informed.

LOGO and CERTIFICATE USAGE INSTRUCTION



It is important that HAA accreditation symbols which indicate the UDEM ADRIATIC D.O.O.'s HAA Accreditation status on the certificates issued by UDEM ADRIATIC D.O.O. cannot be used by the certified customers under any circumstances.

HAA ACCREDITED UDEM ADRIATIC D.O.O. Certification Logos:



You can reach original sizes of logos from www.udemadriatic.com.

UDEM ADRIATIC D.O.O. Certification Logos Terms of Use	
Usage Area	Accredited Certification Logo
On product	Non-utilizable
Advertisement : (eg.:Large sizes ads, posters, tv ads, videos, brochures, web site)	It can be used with trade name and logo of the company
Promotional products	Non-utilizable
Flag	Non-utilizable
Vehicle	Non-utilizable
First packaging (on the package)	Non-utilizable
Second packaging (on the package)	Utilizable
Window sticky	Non-utilizable
Bounds	Internal wall, door Allowed in fair stands, external wall and flags Utilizable
Nonconformity report (Test/Calibration Report)	Non-utilizable
Laboratory tests , Calibration and reports of examinations)	Non-utilizable
Calendar/Agenda/Christmas Card	Non-utilizable