THE USE OF EGAC ACCREDITATION SYMBOL
R4G

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Reviewed and Authorized by:	EGAC Accreditation Director

Table of Modification

Mod. No./Date	Proposed by	Page No.	Modification in brief (old/new, added, cancelled)
1.1 / Mar 2019	Quality Manager	10/16 & 11/16	Modification in clauses 11.4 Adding clause 11.6
1.2 / Feb 2020	Hussien Fwzy	15/16	Adding symbol for OHSMS & FSSC in appendix 2
Annual Doc. Revision Jan 2021	Quality Manager	All Pages	Annual revision for this document, Conducted by Ashraf Saif Quality General Manager. And no changes needed.
1.3 / Jun 2021	Medical dept. manager	7/18	Delete the sentence "EGAC emphasize that a test is not accredited if the analyte, the test method, or the instrument used is not in the laboratory scope of accreditation". Item 4.6
1.4 / July 2021	Quality Manager	10/18	Adding the use of EGAC accredited symbol or reference to EGAC accreditation for product certification
1.5 / Mar 2021	Quality Manager	4, 16/18	Adding the use of EGAC accredited symbol or reference to EGAC accreditation for Biobank organizations
Annual Doc.Revision Jan 2022	Quality Manager	All Pages	Annual revision for this document, And no changes needed.
Annual Doc.Revision 2/ Dec. 2023	Quality Manager	All Pages	Annual revision for this document, And adding Validation and Verification Body
Annual Doc.Revision **2.1/Jul 2024**	Quality Manager	All Pages	-Annual revision for this document, -And adding some instructions to CABs for use symbol of EGAC in clause 1 sub clause 1-11 add USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION FOR VVBs clause 9 &PTP clause 2B
2.2/Oct.2024	Quality reperasentative	4,12 &13	add USE OF EGAC ACCREDITED SYMBOL OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC reference material producers
Annual Doc.Revision 2025	Quality reperasentative	All Pages	Annual revision for this document, And no changes needed.
2.3/Dec .2025	Quality Manager	**15,25/25**	add USE OF EGAC ACCREDITED SYMBOL OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC Bio banking
2.4/Dec.2025	Quality Manager	11&12/21	Add clause 8-5 Using of Inspection Labels on Inspected Items related to IB Dept.

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INTRODUCTION:

This document sets out the conditions for the use of EGAC accredited symbol or reference to EGAC accreditation by EGAC accredited CABs.
EGAC accredited CABs are required to use EGAC accreditation symbol or refer to EGAC accreditation where appropriate.
Reference to an accredited CABs in this document implies all accredited CABs.
Note that when testing laboratories are mentioned these includes medical laboratories.

1. GENERAL FORMAT AND DISPLAY OF THE EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION.

1.1. EGAC logo is to be used by EGAC only. Accredited CABs may use EGAC accredited symbol and/or may make a reference to their EGAC accreditation, but may not use EGAC logo in such reference.

1.2. EGAC accredited symbol shall be displayed only in the appropriate format, size, colour and wording as provided by EGAC in an electronic form and as explained in Appendix 2 of this regulation.

1.3. Where a CAB wishes to refer to its EGAC accreditation instead of using the symbol it shall without variation use the relevant phrase "An EGAC accredited (calibration laboratory), (testing laboratory),(medical laboratory), (proficiency testing provider), (inspection body), (forensic service provider),(person certification body), (product certification body),(MS certification body), (halal certification body), (Biobank organizations) , Validation and Verification Bodies No.000000" and Reference Material Producers.

1.4. All quotations that contain the EGAC accredited symbol or refer to EGAC accreditation shall clearly indicate those activities that are not EGAC accredited.

1.5. A CAB accredited by EGAC is entitled to display EGAC accredited symbol or make reference to EGAC accreditation on sheets of its stationery (e.g. letterhead paper, quotations, brochures) or other items relevant to the accredited activity, subject to CAB identifying the specific areas for which it is accredited.

(i.e. calibration, testing, quality measurement systems, product certification, personnel, environmental, etc.)

1.6. A CAB accredited by EGAC shall, in addition to all other requirements detailed in this document, display, on any documentation it chooses, EGAC accreditation number with the EGAC accredited symbol.

1.7. A CAB accredited by EGAC may not imply in their use of EGAC accredited symbol or in any reference to EGAC accreditation that EGAC approves their product, service, management system, personal or process

1.8. A CAB accredited by EGAC that holds accreditation in more than one field shall ensure that it does not imply accreditation for any field which it does not have accreditation for.

1.9. Irrespective of whether a supplier of a product is certified by an accredited organization for product certification, the supplier may not place EGAC accredited symbol on the product.

1.10. Failure to comply with these requirements may lead to denial, suspension or withdrawal of accreditation and/or legal action. (see item 9.5)

1.11 *"If the conformity assessment bodies have accredited and unaccredited tests and want to put the accreditation symbol on the report, the CAB must follow the following rules***.**

1) IN CASE ALL TESTS ARE IN THE SAME REPORT

If the Accredited tests are the majority in the report (i.e. represents more than 50% accredited tests), The CAB puts the accreditation symbol on the report and refer to unaccredited tests with (Aztecs #).
If the Accredited tests are the minority in the report (i.e. represents less than 50% accredited tests), The CAB will not use the accreditation symbol on the report and refer to accredited tests with (Star *).
In both cases, a note will be put below the report to clear both accredited and unaccredited tests with a legend.

2) IN CASE OF THE CAB HAS SEPARATED THE ACCREDITED AND UNACCRDITED ACTIVITIES IN 2 REPORTS

The CABs will issue 2 separate reports for accredited and unaccredited activities.
The CAB has to use the accreditation symbol on the report of accredited activities only.

2. A- USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION BY LABORATORIES:

2.1. A calibration laboratory accredited by EGAC is entitled to display EGAC accredited symbol or refer to EGAC accreditation on sheets of its stationery used to report calibration data provided that the format of these sheets complies with the requirements set out in item 3 of this document and the requirements of EGAC are met.

2.2. A calibration laboratory accredited by EGAC that holds accreditation for site calibration shall use its calibration accreditation number with EGAC accredited symbol or reference to EGAC accreditation in the same way as for calibrations carried out in the accredited permanent laboratory.

2.3. A testing laboratory accredited by EGAC is entitled to display EGAC accredited symbol or make reference to EGAC accreditation on sheets of its stationery used to report test results, provided that the words "Test Report "appear as a heading on the first sheet and the conditions of section 8 of this document and the requirements of EGAC are met.

2.4. A testing laboratory accredited by EGAC that holds accreditation for site/branch testing may use its site/branch testing accreditation number where relevant with EGAC accredited symbol or any reference to EGAC accreditation in the same way as for an accredited permanent laboratory.

2.5. EGAC accredited Laboratory that holds accreditation for both calibration and testing shall ensure that the use of symbol clearly indicates whether the results refer to testing or calibration.

2-B "USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC PT PROVIDERS".

EGAC accredited PT providers use of EGAC accreditation symbol(s) according to the transparency concept with reference to EA 3/01 M:2019 clause 5.2.1.

2-b-1 EGAC accredited symbol or reference to EGAC accreditation should be displayed on all test reports that contain exclusively results from tests within the accredited scope of the PT Provider concerned.

2-b-2 All data that result from non-accredited activities shall be separated into separate reports and that report shall not have any reference to EGAC accreditation or EGAC symbol

2-b-3 For CAB's customer requires an activity, which is covered by the CAB's scope of accreditation, it is an implicit expectation of the customer to get an accredited report/certificate.

So, for conformity assessment activities that are covered by the CAB`s scope of accreditation, the CAB shall issue an accredited report/certificate unless explicitly agreed in a legal or documented arrangement between the CAB and its customer. In these cases, the CAB shall inform its customer that such reports/certificates are not accredited reports/certificates and are consequently not covered by EA MLA.

i) In case of an area where accreditation is mandatory by law or under contractual conditions (e.g.: under a conformity assessment scheme) CAB cannot be applied the pervious case when the reports/certificates containing results covered by the accreditation scope and when they are to be displayed or sent to third parties (public or authorities). In such cases, the use of the accreditation symbol or a claim of accreditation status is mandatory, unless prevented by legal or regulatory requirements.

2-b-6 The CAB shall not use the accreditation symbol in such circumstances as may be considered to mislead clients or to bring accreditation and/or EA MLA recognition into disrepute. In particular, it shall not mislead as to what is accredited (scope) or who holds accreditation

2-b- 7 the CAB shall inform it of any misuse or abuse of the accreditation symbol or logo that it encounters. and take in consideration minimum requirements regarding such use on:

• documents directly related to an accredited service such as reports/certificates (including electronic reports/certificates);

• communication media (e.g. websites and social media, letterheads, promotional material)

3- USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION ON CALIBRATION CERTIFICATES AND CALIBRATION LABELS

3.1 EGAC accredited symbol shall be displayed only on calibration certificates, which contain exclusively results from calibrations that have been carried out in accordance with EGAC requirements and are within the accredited scope of the laboratory concerned.

3.2 EGAC accredited symbol, or reference to EGAC accreditation, shall not be incorporated into a calibration certificate or calibration label not containing or relating wholly to results from accredited calibrations except as permitted in **section 2A.**

3.3 EGAC Policy on Disclaimers

A calibration laboratory accredited by EGAC may, by prior agreement of EGAC executive director, be permitted to report measured values beyond the scope of its accreditation. The measured values concerned shall be clearly identified on the calibration certificate, and shall form only a small part of the certified measurements.

3.4 All data that result from non-accredited activities shall be separated in separate report and that report shall not have any reference to EGAC accreditation or EGAC symbol.

3.5 Sub-contracted Calibration Results

Where a laboratory wishes to issue a calibration certificate incorporating EGAC accredited symbol or reference to EGAC accreditation and results from sub-contracted calibrations, it is allowed to use one report in case that sub-contractor is accredited in the same scope of calibration carried out. Unless that it is obliged to use two separate reports in case that sub-contractor is not accredited in the same scope of calibration carried out.

3.6 A calibration laboratory accredited by EGAC should, wherever practical, use a label of approved design only on a measuring instrument for which an EGAC accredited calibration: Certificate has been issued subject to the following conditions:

i. That the laboratory has issued an EGAC accredited calibration certificate for calibration of instrument referred to on the label;

ii. That the laboratory holds EGAC accreditation for calibrations referred to;

iii. That the label relates only to calibration carried out on the date given on the label;

iv. That the label does not of itself imply compliance with a specification, approval of quality or permanence of calibration;

v. That on recalibration of instrument, the previous label should be removed and replaced by a new label relating to latest calibration;

vi. That the label conforms with design, colour and permanence requirements given in **Appendix 3** of this document;

vii. That the label is controlled and used in the manner described in **Appendix 3** of this document.

4 USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION ON TEST REPORTS AND TEST CERTIFICATES

4-1 EGAC accredited symbol or reference to EGAC accreditation should be displayed on all test reports which contain exclusively results from tests within accredited scope of laboratory concerned.

4-2 Sub-contracted Test Results

Where a laboratory wishes to issue a test report incorporating EGAC accredited symbol or reference to EGAC accreditation and results from sub-contracted tests, it is allowed to use one report in case that sub-contractor is accredited in the same scope of test carried out. Unless that it is obliged to use two separate reports in case that sub-contractor is not accredited in the same scope of test carried out.

4-3 EGAC Policy on Disclaimers

4-3.1 EGAC accredited symbol or reference to EGAC accreditation may also be used on test reports that only contain test results from only accredited tests, opinions, interpretations, or material relating to investigational activities.

4-3.2 All data result from non-accredited activities shall be separated in a separate report and that report shall not have any reference to EGAC accreditation or EGAC symbol.

4-4 Disclaimer for Opinions, Interpretations etc.

When a laboratory issues test reports incorporating EGAC accredited symbol or reference to EGAC accreditation and containing opinions, interpretations, or other material relating to investigational activities, the following disclaimer shall be incorporated:

"Opinions and interpretations expressed herein are outside the scope of EGAC accreditation".

4-5 Location of Disclaimer

When a laboratory issues test reports incorporating EGAC accredited symbol or reference to EGAC accreditation and any of the above disclaimers, the disclaimers shall preferably be included on the front cover or first page of each test report or wherever the symbol or reference to accreditation occurs.

4-6 **Special Rules for Medical Test Reports**

If the laboratory has accredited and unaccredited tests and it wants to put the accreditation symbol on the test report, then the laboratory will either separate unaccredited tests from the accredited

ones in separate reports, as described above, or follow the following rules (as shown in the example: figure 1):

a. The test report will include the laboratory's default sequence of the tests performed by the laboratory.

b. A symbol (#) shall be put before the unaccredited test name, with the same font, such that the space between the symbol and the test name is about 1.0 cm.

c. The accredited test name shall have the same starting point as the unaccredited test name, leaving a space before accredited test name equal to the space before the unaccredited test name.

d. Phrase at the end of the report with the same font shall explain as follows:

(**# This test is not accredited by EGAC nor recognized by *ILAC***.) with the same font as the rest of the report.

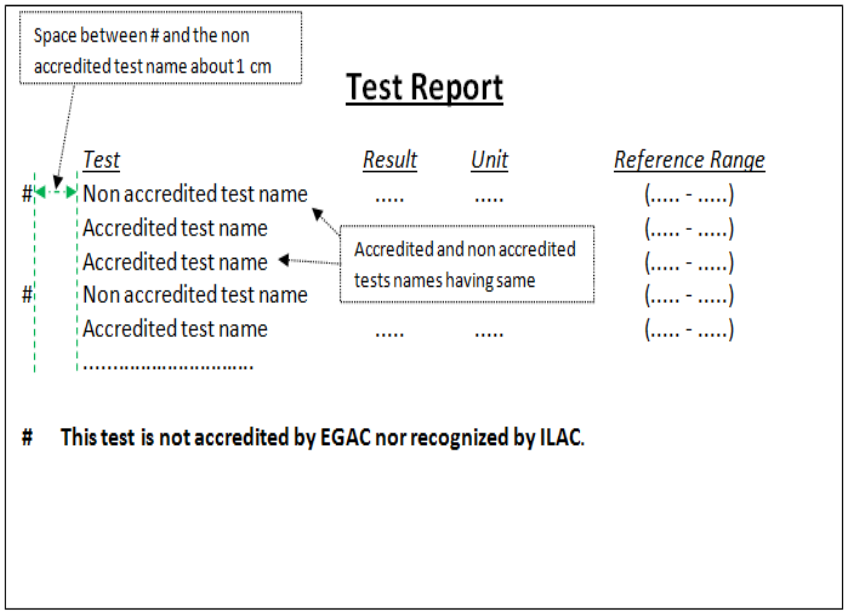


Figure 1

5 USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION ON QUALITY MANAGEMENT SYSTEM CERTIFICATES

5-1 EGAC accredited symbol shall be displayed only on quality management system certificates which have been issued by an EGAC accredited certification organization.

5-2 EGAC accredited symbol, or reference to EGAC accreditation shall not be incorporated into a quality management system certificate not containing a statement identifying the title and number of the standard against which the certification was done. (i.e. ISO 9001, … etc.)

5-3 An organization accredited by EGAC shall ensure that EGAC accredited symbol used by them is approved by EGAC and conforms to the approved EGAC accredited symbol design.

5-4 Accredited and non-accredited functions:

Certificates containing reference to accredited and non- accredited functions may not contain the EGAC accredited symbol without first obtaining the written consent of EGAC executive director.

6 USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION FOR PERSONNEL CERTIFICATION

6-1 EGAC accredited symbol shall be displayed only on certificates which have been issued by an EGAC accredited personnel certification body.

6-2 EGAC accredited symbol or reference to EGAC accreditation shall not be incorporated into a personnel certificate not containing a statement identifying the title and number of the standard against which the certification was done or other means of identifying the scope of the certification (i.e. ISO/IEC 17024, ….etc)

6-3 A person CB accredited by EGAC shall ensure that the EGAC accredited symbol used by them is approved by EGAC and conforms to the approved EGAC accredited symbol design.

6-4 Accredited and non-accredited functions
Certificates containing reference to accredited and non-accredited functions may not contain EGAC accredited symbol without first obtaining the written consent of EGAC executive director.

6-5 Disclaimer for opinions, interpretations, etc.
When a certificate incorporating EGAC accredited symbol or reference to EGAC accreditation and containing opinions, interpretations, or other material relating to accreditation activities, the following disclaimer shall be incorporated:

"Opinions and interpretations expressed herein are outside the scope of EGAC accreditation".

6-6 Location of disclaimer
When a certificate incorporating EGAC accredited symbol or reference to EGAC accreditation and any of above disclaimers, the disclaimers shall preferably be included on the front cover or first page of each certificate or wherever the symbol or reference to accreditation occurs

7 USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION FOR ENVIRONMENTAL CERTIFICATION

7-1 EGAC accredited symbol shall be displayed only on certificates which have been issued by an EGAC accredited environmental management system certification body.

7-2 EGAC accredited symbol or reference to EGAC accreditation shall not be incorporated into an environmental certificate not containing a statement identifying the title and number of the standard against which the certification was done or other means of identifying the scope of the certification (i.e. ISO 14001, …etc).

7-3 An organization accredited by EGAC shall ensure that EGAC accredited symbol used by them is approved by EGAC and conforms to the approved EGAC accredited symbol design.

7-4 Accredited and non-accredited functions
Certificates containing reference to accredited and non- accredited functions may not contain EGAC accredited symbol without first obtaining the written consent of EGAC executive director.

7-5 Disclaimer for opinions, interpretations etc.
When a certificate incorporating EGAC accredited symbol or reference to EGAC accreditation and containing opinions, interpretations, or other material relating to accreditation activities, the following disclaimer shall be incorporated:

"Opinions and interpretations expressed herein are outside the scope of EGAC accreditation".

7-6 Location of disclaimer
When a certificate incorporating EGAC accredited symbol or reference to EGAC accreditation and any of the above disclaimers, the disclaimers shall preferably be included on the front cover or first page of each certificate or wherever the symbol or reference to accreditation occurs.

8 USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION ON INSPECTION REPORTS

8-1 EGAC accredited symbol or reference to EGAC accreditation should be displayed on all inspection reports which contain exclusively results from inspection within the accredited scope of the IB concerned.

8-2 Sub-contracted Inspection Results
Where an IB wishes to issue an inspection report incorporating EGAC accredited symbol or reference to EGAC accreditation and results from sub-contracted tests, it is allowed to use one report in case that sub-contractor is accredited in the same scope of test carried out. Otherwise it is obliged to use two separate reports in case that sub-contractor is not accredited in the same scope of test carried out.

8-3 EGAC accredited symbol or reference to EGAC accreditation may also be used on inspection reports that only contain inspection results from only accredited inspections, opinions, or interpretations relating to investigational activities.

8-4 All data result from non-accredited activities shall be separated in a separate report and that report shall not have any reference to EGAC accreditation or EGAC symbol.

8-5 Using of Inspection Labels on Inspected Items

EGAC encourage the use of inspection labels containing the accreditation symbol in conjunction with the specified inspected item. Inspection labels containing the accreditation symbol shall not give the impression that the EGAC approved or inspected the item.

The label shall clearly indicate that the item has been inspected, e.g., “inspected by ..,” or inspected on …” etc. In addition, the inspection label may include the following information, either in full or in part:

1. The name and accreditation number of the accredited inspection body;
2. Date of the inspection;
3. A cross- reference to the inspection report issued in respect of the inspection .

9 “USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC VALIDATION AND VERIFICATION BODIES” with reference to EA 3/01 M:2019 clause 5.2.1.

9-1 EGAC accredited symbol shall be displayed only on certificates which have been issued by an EGAC accredited Validation and verification bodies.

9-2 EGAC accredited symbol or reference to EGAC accreditation shall not be incorporated into an Validation and verification body certificate not containing a statement identifying the title and number of the standard against which the certification was done or other means of identifying the scope of the certification (i.e. ISO 17029, …etc).

9-3 An organization accredited by EGAC shall ensure that EGAC accredited symbol used by them is approved by EGAC and conforms to the approved EGAC accredited symbol design.

9-4 Accredited and non-accredited functions
Certificates containing reference to accredited and non- accredited functions may not contain EGAC accredited symbol without first obtaining the written consent of EGAC executive director.

9-5 Disclaimer for opinions, interpretations etc.
When a certificate incorporating EGAC accredited symbol or reference to EGAC accreditation and containing opinions, interpretations, or other material relating to accreditation activities, the following disclaimer shall be incorporated:

"Opinions and interpretations expressed herein are outside the scope of EGAC accreditation".

9-6 Location of disclaimer
When a certificate incorporating EGAC accredited symbol or reference to EGAC accreditation and any of the above disclaimers, the disclaimers shall preferably be included on the front cover or first page of each certificate or wherever the symbol or reference to accreditation occurs.

10- "USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC reference material producers"

EGAC accredited reference material producers use of EGAC accreditation symbol(s) according to the transparency concept.

10-1 EGAC accredited symbol or reference to EGAC accreditation should be displayed on all test reports that contain exclusively results from tests within the accredited scope of the **reference material producers** concerned**.**

10-2 All data that result from non-accredited activities shall be separated into separate reports and that report shall not have any reference to EGAC accreditation or EGAC symbol

10-3 For CAB's customer requires an activity, which is covered by the CAB's scope of accreditation, it is an implicit expectation of the customer to get an accredited report/certificate.

So, for conformity assessment activities that are covered by the CAB`s scope of accreditation, the CAB shall issue an accredited report/certificate unless explicitly agreed in a legal or documented arrangement between the CAB and its customer.

In case of an area where accreditation is mandatory by law or under contractual conditions (e.g.: under a conformity assessment scheme) CAB cannot be applied the pervious case when the reports/certificates containing results covered by the accreditation scope and when they are to be displayed or sent to third parties (public

or authorities). In such cases, the use of the accreditation symbol or a claim of accreditation status is mandatory, unless prevented by legal or regulatory requirements.

10-4 The CAB shall not use the accreditation symbol in circumstances that may be considered to mislead clients. In particular, it shall not mislead as to what is accredited (scope) or who holds accreditation

10-5 the CAB shall inform it of any misuse or abuse of the accreditation symbol or logo that it encounters. and take in consideration minimum requirements regarding such use on:

- documents directly related to an accredited service such as reports/certificates (including electronic reports/certificates);
- communication media (e.g. websites and social media, letterheads, promotional material)

11-USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION IN PUBLICITY MATERIAL:

11-1 Accredited CAB are entitled to incorporate EGAC accredited symbol in publicity material that refers to accredited services provided that the conditions in this document are met.
Accredited CAB are also entitled to make general reference to EGAC accreditation provided that they ensure that EGAC accreditation is not implied for non-accredited activities.

Note: Where reference is made to having EGAC accreditation the CAB must ensure that it does not imply accreditation for areas not accredited.

11-2 EGAC accredited symbol shall not be used in literature relating to a product unless it is directly located adjacent to the reference to the accredited function.

11-3 Approval for the use of EGAC accredited symbol or any reference to EGAC accreditation in publicity material relating to a product must be obtained from EGAC.

12-USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION FOR FSMS CERTIFICATION

12-1 EGAC accredited symbol shall be displayed only on certificates which have been issued by an EGAC accredited food safety management system certification body.

12-2 EGAC accredited symbol or reference to EGAC accreditation shall not be incorporated into a food safety certificate not containing a statement identifying title and number of the standard against which the certification was done or other means of identifying the scope of the certification (i.e. ISO 22000 & ISO 22003, …etc).

12-3 A CAB accredited by EGAC shall ensure that EGAC accredited symbol used by them is approved by EGAC and conforms to the approved EGAC accredited symbol design.

12-4 Accredited and non-accredited functions

Certificates containing reference to accredited and non- accredited functions may not contain EGAC accredited symbol without first obtaining the written consent of EGAC executive director.

12-5 Location of disclaimer

When a certificate incorporating EGAC accredited symbol or reference to EGAC accreditation and any of the above disclaimers, the disclaimers shall preferably be included on the front cover or first page of each certificate or wherever the symbol or reference to accreditation occurs.

13 USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION FOR PRODUCT CERTIFICATION.

13-1 A Product certification body accredited by EGAC shall ensure that EGAC accredited symbol used by them is approved by EGAC and conforms to the approved EGAC accredited symbol design.

13-2 EGAC accredited symbol shall be displayed only in the appropriate format, size, colour and wording as provided by EGAC in an electronic form and as explained in Appendix 2 of this regulation.

13-3 EGAC accredited symbol shall be displayed only on certificates which have been issued by an EGAC for a specific product scheme.

13-4 An organization accredited by EGAC shall ensure that the IAF mark is used by them in accordance with the rules of the agreement they already signed and according to IAF ML2.

13-5 All data result from non-accredited activities shall be separated in a separate report and that report shall not have any reference to EGAC accreditation or EGAC symbol.

13-6 It is not allowed for the accredited product certification bodies to put non-accredited product certification in scopes for which they are accredited according to IAF resolution.

13-7 EGAC accredited symbol shall not be used in literature relating to a product unless it is directly located adjacent to the reference to the accredited function.

14. USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITED BIOBANKS:

EGAC accredited Biobanks use of EGAC accreditation symbol(s) according to the transparency concept with reference to EA-3/01 M:2025 and ILAC-P8:11/2023:

a. EGAC accredited symbol or reference to EGAC accreditation should be displayed on all sample released/test reports that contain exclusively reports within the accredited scope of the biobank concerned.
b. All data that result from non-accredited activities shall be separated into separate reports and that report shall not have any reference to EGAC accreditation or EGAC symbol.

c. For CAB's customer requires an activity, which is covered by the CAB's scope of accreditation, it is an implicit expectation of the customer to get an accredited report/certificate. So, for conformity assessment activities that are covered by the CAB`s scope of accreditation, the CAB shall issue an accredited report/certificate unless explicitly agreed in a legal or documented arrangement between the CAB and its customer.
In these cases, the CAB shall inform its customer that such reports/certificates are not accredited reports/certificates and are consequently not covered by EA MLA.

d. In case of an area where accreditation is mandatory by law or under contractual conditions (e.g.: under a conformity assessment scheme) CAB cannot be applied the pervious case when the reports/certificates containing results covered by the accreditation scope and when they are to be displayed or sent to third parties (public or authorities). In such cases, the use of the accreditation symbol or a claim of accreditation status is mandatory, unless prevented by legal or regulatory requirements.

e. The CAB shall not use the accreditation symbol in such circumstances as may be considered to mislead clients or to bring accreditation and/or EA MLA recognition into disrepute. In particular, it shall not mislead as to what is accredited (scope) or who holds accreditation.

f. The CAB shall inform it of any misuse or abuse of the accreditation symbol or logo that it encounters. and take in consideration minimum requirements regarding such use on:
   - documents directly related to an accredited service such as reports/certificates (including electronic reports/certificates);
   - communication media (e.g. websites and social media, letterheads, promotional material).

g. When an accredited Biobank holds accreditation for more than one type of conformity assessment activity (e.g., testing, medical, sampling associated with subsequent testing or medical activities, medical testing, reference material production, proficiency testing, or biobanking), the use of the accreditation symbol shall include, or be accompanied by, a clear indication of the specific activity to which the accreditation applies. This ensures that the scope of accreditation—such as testing, medical testing, or other activities—is clearly communicated and not misleading to third parties.

h. The accreditation symbol shall not be used by applicants for accreditation;

i. The accreditation symbol shall be used after accredited Biobank only under the name or the registered trade name of the legal entity in which it holds accreditation;

j. accreditation symbols shall not be placed on the material/activities or items which have been subjected to conformity assessment (except on calibration/inspection/reference material/biobanking labels, see Clause 8.).

k. To ensure that the EGAC accreditation symbol is used correctly on labels, certificates, and documents related to biological materials and associated data within the accredited scope, **without implying that EGAC approved, acquired, or generated the material or data** as following:-

   - The accreditation symbol may only be used for activities and materials **within the scope of accreditation**.

- The symbol must be **clearly associated with the applicable activity**, e.g., testing, medical testing, biobanking.
- The symbol **shall not be used in a way that suggests that EGAC produced, approved, or generated the material or data**.
- The Biobank shall maintain a **record of all documents, labels, and certificates** where the symbol is applied.

l. In addition to the requirements of ISO 20387, labels would usually include:
- the name and accreditation number of the accredited biobank;
- designation of the biological material; and

- cross-reference to the report, certificate or associated data, as relevant
- *For more explanation refers to APPENDIX 4

15- OTHER RESTRICTIONS ON THE USE OF EGAC ACCREDITED SYMBOL OR REFERENCE TO EGAC ACCREDITATION

15-1 EGAC accredited symbol or any reference to EGAC accreditation shall not be displayed on a test item, or product (or attachment thereto) or used to imply product certification.

15-1 EGAC accredited symbol or any reference to EGAC accreditation shall not be used in such a way as to imply that EGAC accepts responsibility for the accuracy of a calibration or test result, or any opinions or interpretations derived thereon, or approves a calibrated instrument, test item or product.

15-2 Subject to conditions stated in this document, the use of EGAC accredited symbol or reference to EGAC accreditation on items other than reports or certificates is not discouraged, but shall be subject to agreement by EGAC.

15-3 A CAB accredited by EGAC shall upon suspension, reduction or withdrawal of EGAC accreditation immediately stop to issue certificates and any other materials displaying EGAC accredited symbol or containing references to EGAC accreditation and shall informs its affected clients of the suspension, reduction or withdrawal of its accreditation and the associated consequences without undue delay.

15-4 EGAC shall take appropriate action to deal with incorrect use of any of its accreditation symbols or reference to accreditation. This action may include:

- Request for corrective actions;
- Withdrawal of certificates/reports;
- Publication of transgression, and if necessary
- Suspension/withdrawal of accreditation and/or legal action.

15-5 EGAC permit accredited CABs to use EGAC accreditation symbol in communications media where media could be TV, Radio, Newspapers, Trade journals, Flyers, advertisements etc with only EGAC written permission.

16 USE OF THE ILAC/IAF MARK OR REFERENCE TO ILAC/IAF RECOGNITION FOR ACCREDITED CABs

16-1 ILAC/ IAF mark shall be displayed only on certificates which have been issued by EGAC accredited CABs only if they have signed ILAC/ IAF agreement which is available in the EGAC accrediting departments.

16-2 ILAC/ IAF mark shall be used by the CAB only if their accredited scopes are within EGAC recognized scope with ILAC/IAF.

16-3 An organization accredited by EGAC shall ensure that the ILAC/IAF mark are used by them in accordance with the rules of the agreement they already signed and according to ILAC R07 and IAF ML2.

16-4 Accredited and non-accredited functions: certificates containing reference to accredited and non- accredited functions may not contain ILAC/IAF marks or EGAC accredited symbol.

16-5 Accredited CABs cannot use ILAC/IAF mark without being combined with EGAC symbol and their own symbol.

16-6 ILAC/IAF marks is shown in “Appendix 2”is reproduced in colour provided the approved colours are used. Embossed, relief, or die-stamped versions are allowable.

16-7 EGAC will monitor the use of ILAC/IAF marks for all accredited CABs in conjunction with the monitoring of the use of EGAC accreditation symbol.

16-8 EGAC may request its accredited CABs to provide examples of the use of EGAC accredited symbol or ILAC/IAF marks at any time

16-9 Examples for use combined EGAC accredited symbol combined ILAC mark and combined IAF marks are shown in “Appendix 2”

16-10 ILAC/IAF MRA mark shall appear in close proximity to EGAC accreditation symbol as shown in “Appendix 2”.

16-11 REPRODUCTION RULES

16-12 ILAC/IAF MRA mark shall:

i. Always be used in its original, designed proportions.
ii. Not be distorted, compressed or stretched in any way.
iii. Not appear in a size that renders ILAC/IAF MRA mark words unreadable.
iv. in the colours as shown,

PROCESS (CMYK) COLOUR BREAKDOWN

C100 M56 Y0 K0

PANTONE (PMS) COLOUR BREAKDOWN

PANTONE 293C (blue)

WEBSITE (RGB) COLOUR BREAKDOWN

R0 G0 B229

v. Maintain similar proportions to the accreditation symbol (within the accredited CAB combined ILAC MRA mark). As a general guideline, one dimension of EGAC symbol, preferably the height, should be within approximately 5% of the size of ILAC MRA mark.
vi. Only be used in its normal horizontal orientation and not be rotated.
vii. Not have a "similar" typeface substituted for the letters within the ILAC/IAF MRA mark, as the typeface is custom-designed artwork. ILAC/IAF MRA mark shall always be used as a complete ILAC/IAF MRA mark as shown in this document for all application requirements.
viii. Be used on a background that will not impede readability.
ix. Be based upon the original artwork to ensure high-quality reproduction. photocopies of logos from other documents shall not be used.

16-13 For IAF MLA mark shall be reproduced using an authorized copy from IAF and shall be reprinted according to the following specifications:

i. In the colours pantone 2747 (dark blue) and pantone 299 (light blue),
ii. on a clearly contrasting background,
iii. in a size which makes all the words of the IAF MLA mark clearly distinguishable, with the width of IAF MLA Mark no less than 20 millimetres for printed media and 75 pixels for digital media.

17 USE OF EA Logo OR REFERENCE TO ILAC/IAF RECOGNITION FOR EGAC

17-1 EGAC will not use EA logo without permission from EA secretariat before using EA logo, by make a request in writing to the secretariat setting out briefly the details of the proposed use and provide a template showing the intended use.

17-2 In case of EA suspend or termination of EA membership EGAC will not use EA logo.

17-3 EGAC use EA logo to demonstrate EA membership, signatory status or any other formal partnership with EA.

17-4 EGAC use EA logo in combination with EGAC logo, and with a disclaimer describing the type of relationship with EA as "signatory of a MoU with EA".

17-5 EGAC will use EA logo in support of EA activities and/or values.

17-6 EGAC will use EA logo in support of a specific EA related event or promotion jointly organized or otherwise.

17-7 EGAC permit to not use EA logo in a situation that is likely to damage or diminish the EA "brand" or be in conflict with European policy for accreditation.

17-8 EGAC permit to not use EA logo to give any misleading.

17-9 EGAC permit to not use EA logo in any way imply that a service or training is endorsed by EA or is covered by accreditation.

17-10 EGAC permit to not use EA logo privacy and with EA permission, and EGAC not allow to accredit CABs to use EA logo.

17-11 EGAC permit to use EA logo with written permission only in EA promotional banners, Newsletters, power point presentation materials, press releases &websites.

17-11-1 EGAC permit when use EA logo to follow:

17-11-2 The logo used in its original, designed proportions.

17-11-3 The logo not appears in a size that makes EA name unreadable.

17-11-4 The logo not be reproduced with a width under 15mm.

17-11-5 The event if require the names and logos of numerous entities, then in case of EA official partner / sponsor, the EA logo will be of equal size with the logos of the other official partners / sponsors being used in the same publicity media.

17-11-6 The typeface is custom-designed artwork. As a result, a “similar” typeface must not be substituted for the letters within the logo. Always use the complete logo as shown in this document for all logo application requirements.

17-11-7 The logo used on a background that will not impede readability.

17-11-8 The logo reproduced in black and white or in colour provided the approved colours are used:

	CMJN	Pantone	RGB	HTML	Black
BLUE	C90% M50% Y0% B10%	2935C	R0% G102 B169	#0066a9	B100%
YELLOW	C0% M35% Y100% B0%	130C	R249 G179 B0	#f9b000	B100%

17-11-9 EGAC permit to not use photocopies of logos from other documents.

17-11-10 EGAC permit to use EA logo according to EA-1/19 A&EA-3/01 M.

18-REFERENCES

- ILAC R4
- ILAC R7
- IAF ML 2
- EA-1/19 A
- EA-3/01 M
- **ILAC-P8**

APPENDIX 1

EGAC accreditation symbol display

Accredited CAB may use EGAC accredited symbol shown on its certificates (or elsewhere as described above) only in conjunction with accredited CAB's mark, as follows:

1. EGAC accredited symbol shall not be more prominent than any other logo on accredited CABs certificates/reports or any other documents (e.g. Letterheads, quotations, brochures etc.)
2. Any enlargements or reductions in size shall retain the same proportions as in the EGAC master symbol.
3. The legibility of the wording that forms part of the symbol shall determine the smallest symbol size.

APPENDIX 2

A. EGAC accredited symbol – example

EGAC Accredited
QMS Certification
CAB # 011701

EGAC Accredited
EMS Certification
CAB # 011702

EGAC Accredited
OHSMS Certification
CAB # 011703

EGAC Accredited
FSMS Certification
CAB # 011704

EGAC Accredited
MDMS Certification
CAB # 011705

EGAC Accredited
FSSC Certification
CAB # 011706

EGAC Accredited
Testing
CAB # 021705

EGAC Accredited
Inspection
CAB # 031706

EGAC Accredited
Calibration
CAB # 041707

EGAC Accredited
Medical Testing
CAB # 051708

EGAC Accredited
Product Certification
CAB # 061709

EGAC Accredited
Proficiency Testing
CAB # 071710

EGAC Accredited
Persons Certification
CAB # 081711

EGAC Accredited
Forensic Testing
CAB # 091712

EGAC Accredited
Forensic Inspection
CAB # 091713

EGAC Accredited
Halal Certification
CAB # 101714

EGAC Accredited
Biobanking
CAB # 111715

EGAC Accredited
Validation and Verification
CAB # 121716

EGAC Accredited
ISMS Certification
CAB # 011712

EGAC Accredited
reference material producers
CAB # 132401

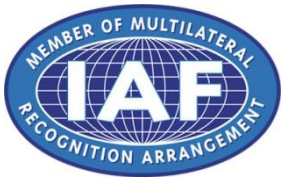
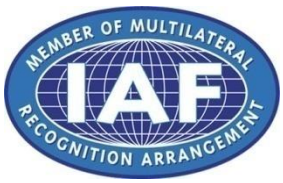
Instruction for CABs when use EGAC symbol maintain the:

- Format, proportions, size and colors, positioning of the CAB number & accredited scheme & not use with a way make misleading.
- if you accredit in several schemes keep using relevant symbol.

Accredited Body's Mark

EGAC Accredited
QMS Certification
CAB # 01701

Example for how the symbol should appear by

B. ILAC/IAF Marks	
	   CAB scheme CAB # 000000 Lab's Logo or identification mark
	  CAB scheme CAB # 000000 CAB's Logo or identification mark

APPENDIX 3

Label design, use and control

1. CALIBRATION LABEL DESIGN

1.1. Only labels of approved design shall be used.

1.2. The following information is to be indelibly marked on the label:

a) EGAC accredited symbol and accreditation number in conjunction with Accredited CAB's mark (according to App 1 above)
b) Instrument identification
c) Date of calibration
d) Laboratory name (optional)
e) Certificate number
f) Recalibration date e.g. “Recalibration due Jan 2007”.
Recalibration date is to be marked on the label by customer for whom the calibration work was done, or by calibration laboratory if so instructed by the customer.

2. CONTROL AND USE OF CALIBRATION LABELS

Head of laboratory is responsible for the storage and use of labels.

With the agreement of the customer, the label should be affixed to the calibrated instrument by the laboratory that carried out calibration. Where it is not practical to affix the label to the instrument (eg. gauge blocks) the label may be fixed to the container. The label should be placed in a position where it can readily be seen when the instrument is in use. The label design, material, and method of fixing shall be such that it does not affect the performance of the instrument and can be replaced by a new label when the instrument is recalibrated.

- APPENDIX 4

• Summary for Using Symbol or Reference to EGAC Accredited Biobanks

Requirement / Rule	What it means in practice for a biobank
Use of accreditation symbol only for activities within scope	The biobank may only place the accreditation symbol on documents/labels that relate to activities covered by its ISO 20387 accreditation.
Clear identification of the accredited entity (name + accreditation number) on labels/certificates	Every label/certificate must show the accredited biobank's official name and accreditation number, to avoid ambiguity about who is accredited.
On labels or certificates for biological materials/data: include designation of the material/data, and reference to the relevant certificate/report/data file when applicable	Labels for biological samples must clearly specify what the material is, and optionally refer to the associated report or data (e.g. storage certificate, sample data sheet).
Do *not* imply that the accreditation body (e.g. ILAC or accreditation-body) generated, approved, or produced the material/data	The label or document must not suggest that ILAC or the accreditation body created or approved the material/data — only that the biobank's operations are accredited.
Limit use of accreditation symbol to the accredited legal entity and only to the accredited scope; no use by third-parties, subcontractors or non-accredited services	Only the accredited biobank may use the symbol; subcontract labs or external providers must not use it unless separately accredited.
Ensure policies govern use of the symbol and prevent misuse in advertising / public-facing materials	The accreditation body (e.g., EGAC) must have a policy governing use; the biobank must comply.