

Annexure A:

Approval for Use of Certification Mark to Certified Units

PURPOSE

To define the procedure for the use of Certifications /Scheme and Accreditation registered logos and marks as per requirements & regulations of the scheme.

SCOPE

Applies to all IRQS registered Clients for the AYUSH Scheme.

RESPONSIBILITY

Head-QA has overall responsibility for the proper use of certificates, marks and logos both by IRQS and its Clients.

Head-QA is responsible for providing Clients with the certificate and camera-ready artwork of the marks and logos.

The Client shall be responsible for adhering to this procedure.

PROCEDURE

Upon successful completion of the registration process, the Client shall be issued the Certificate. IRQS shall sign an Agreement with Client which includes policy and guidelines on the use of certificate marks and Logo.

Requirements for the Use of AYUSH Scheme Logo and Mark

- This document describes the process that manufacturing units certified under the Scheme are expected to meet for obtaining approval for the use of relevant Ayush Certification Mark.
- The Ayush Certification Mark(s), Ayush Standard Mark and Ayush Premium Mark, are owned by the Department of Ayush for depicting the product conformity to the relevant certification criteria.
- Manufacturing units that have been certified under the Scheme are eligible to apply for approval for use of the Certification Mark(s) on the Ayush products being manufactured by them.
- The Department of Ayush does not levy any fee for approval for use of Certification Mark to Certified Manufacturing Units.
- The form for Approval for Use of Certification Mark seeking information on name and address of the manufacturing unit, the products covered under the Certificate, the relevant certification criteria, the Certificate number and the validity period, can be downloaded from the website of the QCI.
- The Certified manufacturing units shall submit the form duly filled in along with a copy of the Certificate or letter informing grant of certification by the IRQS under the Scheme to QCI.
- The relevant Certification Mark for the certified manufacturing unit is determined by QCI on the basis of the Certification Criteria mentioned on the Certificate issued by IRQS.
- The certified manufacturing unit signs a legally enforceable agreement with QCI whereby it is allowed to use the Certification mark agreeing to :
 - Use only the Certification mark specified by the Ministry of Ayush;
 - Apply the Certification Mark only to products covered under the product certification;
 - Apply the Certification Mark on Ayush products conforming to the certification criteria;
 - Apply it as per the design and size in the colour scheme prescribed;
 - Not to make any misleading claims with respect to the Certification mark.
 - Inform IRQS, about the quantum of production covered under the Ayush Certification Mark(s), at the end of every quarter.
- IRQS shall not use and permit the use of the Ayush Certification Mark in such a manner as to bring the Ministry of Ayush into disrepute. The Certified Client shall not use the Ayush Certification Mark in such a manner as to bring the IRQS name into disrepute.

- The client shall comply that the Ayush certification mark is affixed only on products conforming to the certification criteria covered under the scope of the certificate in the prescribed design, size and color as supplied by Ayush Ministry/QCI.
- The use of the certification mark by the client is monitored through surveillance, visit to the website of the client and through complaints monitoring.
- Clients shall not apply the certification mark on products prior to certification.
- IRQS shall be entering into agreement with the client, which provides various compliances by the client and initiation of actions in case of non-compliances.
- The client shall comply with the requirements of the Ayush products certification scheme.
- Accreditation mark not to be used on products.

IRQS is permitted to use the Ayush

Certification Mark(s) on their stationary, media for exchange of any communication, for promoting the awareness of the scheme, the Certification Mark(s) as well as for informing that they are operating the voluntary certification scheme.

As per the Scheme requirements the Client shall be provided with camera-ready artwork and/or IRQS and NABCB / QCI logos upon request only on their stationary, website, etc but not on products. The following conditions apply:

- The IRQS logo may be used by itself; the NABCB / QCI logo must be used in conjunction with the IRQS logo.
- The logos must be used in conjunction with the Client's name and location.
- The logos must be reproduced on a clearly contrasting background, in its entirety, including all "border lines," in the predominant color of the letterhead or printing.
- The logos must be in a size which makes all features of the mark clearly distinguishable.
- The NABCB / QCI logo may not be larger than the IRQS logo nor may they be placed in isolation from the IRQS logo.

Upon withdrawal of the registration agreement the Client shall refrain from any use of the Certificate of System Assessment and/or logos or marks of conformity or licenses. The certificate(s) shall be returned to IRQS upon request. For Suspension, Please refer clause 7.11.7 of this SPM

IRQS shall exercise the control as specified by the certification scheme over ownership, use and display of licenses, certificates, marks of conformity, and any other mechanisms for indicating a product is certified. Incorrect references to the certification scheme, or misleading use of licenses, certificates, marks, or any other mechanism for indicating a product is certified, found in documentation or other publicity, shall be dealt with by suitable action. For Misuse of Logo/ marks refer III IRQS:OPM:19

Note:

Auditors are required to verify the correct usage of the marks / logos as per the procedure above during the routine audits.