



Rules for use of Certification Marks

Use of the Marks is governed by the Testing and Certification Regulations and Clause 8 of the Technical Requirements for Management System Certification:

Use of the AIM Certification Pte Ltd's ("AIM") Certification Marks and Accreditation Marks ("Collectively the Marks")

8.1 The issue of the Certificate entitles the organisation to use the relevant AIM Mark(s) in accordance with the provisions set out therein. If the Certificate bears an accreditation Mark, or the organisation has been advised that AIM is accredited for the process(es) certified, then the appropriate accreditation Mark(s) may be used together with the relevant AIM certification Mark(s).

8.2 The AIM Mark shall only be used by the certified organisation and shall always be used in conjunction with the organisation's name, certificate number and in connection with the process(es) listed in the Certificate. A copy of the use of the AIM certification Mark(s) and accreditation Marks shall be provided upon registration of the Certificate.

8.3 The AIM certification Mark(s) may be used:

- in outdoor advertising/advertising in the reception area;
- in corporate videos;
- in corporate presentations;
- in company brochures;
- on business stationery;
- in advertisements and catalogues;
- on posters;
- at trade-fair stands;
- within the scope of marketing campaigns;
- at events;
- on the organization's website;
- on the Internet and Intranet;
- in newsletters to clients and staff
- letterheads of the organization

The organisation shall identify the processes to which the Certificate applies when using the Marks in a context where the scope of the certification is in doubt.

8.4 The Marks shall not be directly applied on the organisation's product and its packaging or be associated with the organisation's product in such a way as to imply that the product itself is certified by AIM.

8.4.1 Clause 8.3.3 of ISO/IEC 17021-1 also states that, “the statement shall in no way imply that the product, process or service is certified by this means”. This means that any statement on food packaging cannot mislead that the product has been certified.

The Marks shall not be applied to laboratory test, calibration or inspection reports, certificates, email signature and certificate attendance.

Textual presentation

The use text to advertise a successful certification, is allowed. There shall not be any additional statements that go beyond the actual contents of the certification mark nor shall there be any falsifying or misleading statements.

Examples of permitted statements:

“Our quality management system is certified according to ISO 9001”,

“Our energy management is certified according to ISO 50001”,

“Our organization is certified according to ISO 9001”,

“Quality management system certified by AIM Pte Ltd according to ISO 9001”.

Examples of non-permitted statements:

“Our quality is certified according to ISO 9001”,

“Excellent performance based on certification according to ISO 9001”,

“Top consulting based on our certification according to ISO 9001”

The organisation shall discontinue immediately the use of the Marks upon expiry or revocation of the Certificate, or for whatever reason(s) as decided by AIM.

All materials including but not limited to letterheads and advertisement brochures containing the Marks shall be submitted for AIM’s written approval prior to their use and or release to the public.

Upon any reduction of the scope(s) of certification, all materials including but not limited to letterheads and advertisement brochures containing the Marks shall be submitted for AIM’s written approval prior to their use and or release to the public.

Visual presentation

The certification mark corresponding to the certification(s) that was obtained has been sent to the organisation’s contact person. **It is the only mark the organisation may use to refer to the certification.** The files shared are JPEG-format files in colour and can be opened in Microsoft Office or be used for all desktop and website applications, as well as digital publications.

1. MAIN GRAPHIC PRINCIPLES

The certification mark includes the following elements, which cannot be separated:

- the AIM Certification logo
- the standard(s) that your company has received.

This will be referred to as a mark block.

Below are examples of the certification mark.



1) Example of certification mark with one standard.



2) Example of certification mark with two standards.

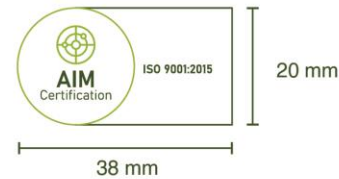


3) Example of certification mark with three standards.

2. MINIMUM SIZE TO USE

To ensure the visibility and unity of the certification mark, the size of the mark block must not be smaller than the minimum size indicated.

The height of the mark block must be at least 20 mm. In all cases, the size of the mark block must be significantly smaller than that of the logo block of the certified company.



3. AREA OF ISOLATION

To ensure the visibility and unity of the certification mark, the mark block must be surrounded by an area of isolation that remains totally blank. The conditions shown opposite must be adhered to.

4. INCORRECT USAGE



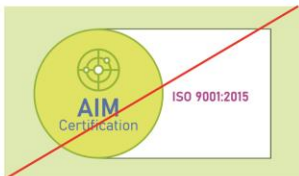
DO NOT alter the ratio between the certification mark's different elements



DO NOT make the mark block transparent on a colour background



DO NOT make the mark block transparent on an image



DO NOT alter the colours of certification mark



DO NOT rotate or skew the logo out of its original layout.



DO NOT place the mark directly on text and ignore the area of isolation.

5. SECONDARY VERSION

If the certification mark presented on the previous pages cannot be applied due to a lack of available space, you can use the secondary version shown below.



Minimum Size



Area of Isolation



6. COMBINED MARKS

The Combined Mark includes the AIM Certification Mark and the Singapore Accreditation Council (SAC) Mark boxed together.

The use of this Combined Mark is allowed only if the certification has been granted under accreditation. Use of the SAC mark in any other way than as part of the Combined Mark layout shown opposite is strictly forbidden. All the rules described in the main document regarding the use of the collective Certification Mark apply to the Combined Mark. In the event of withdrawal of accreditation, your AIM Certification inform to cease the use of the Combined Mark on your communication tools.



Certificates

Certified Organisations will be issued a certificate and certification mark. A certified organisation may use the given Accreditation Mark. However, the Accreditation Mark must be used together with the respective certification Mark. The Marks are to be positioned side by-side and boxed up together.

AIM reserves the rights to make amendments to this set of instructions and customers will be informed via written notice of any significant changes.