

CONTENTS	PAGE
1. Definitions.....	2
2. General Requirements.....	2
2.1 Display of the Symbol	2
3. Requirements for the Use of the Symbol on Certificates	3
3.1 General.....	3
3.2 Specific Requirements for Certification Bodies	3-4
3.3 Requirements for Multi-Sites Accredited CABs.....	4
4. Use of NBE Symbol on Advertising Material/Publicity	4
5. Other Restrictions on the Use of the Symbol.....	4
6. Suspension/ Withdrawal of the Accreditation	5
7. Misuse of the Symbol	5
8. References.....	5

1. DEFINITIONS

1.1. NBE Logo: It is the Logo used only by New Business Education (NBE) to identify itself.

1.2. NBE Accreditation Symbol: It is a combination of NBE logo and accreditation number allotted to Conformity Assessment Bodies (CAB). It is used by NBE accredited CAB to indicate their accreditation status.

2. GENERAL REQUIREMENTS

2.1 DISPLAY OF THE SYMBOL

2.1.1. The Symbol shall be displayed only in the appropriate form, and colour as demonstrated in figure no. 1 below. The CAB is entitled to enlarge, if necessary, provided that the original proportion between the height and width of the symbol will not be affected and the symbol is legible.

2.1.2. NBE symbol shall normally have a minimum width of 20 mm and minimum height of 10 mm.

2.1.3. The Accreditation number shall be printed centrally underneath NBE logo. It consists of two fields.

First field of two alphabets identify the type(exemple: PB) of CAB and the second filed consists offour numbers shows the reference number of CAB as shown in Figures 1 as example: The figure 1 shows accreditation number of certification body.

Certification Bodies Codes:

- NBE-PB-000 :For Accredited Product Certification Body
- NBE-MS-000: For Accredited Management System Certification Body
- NBE-IB-000 :For Accredited Inspection Body
- NBE-TL-000: For Accredited Testing Laboratory
- NBE-CL-000: For Accredited Calibration Laboratory
- NBE-ML-000: For Accredited Medical Testing Laboratory
- NBE-PEC-000: For Accredited Personnel Certification Body
- NBE-VB-000: For Accredited Verification Body
- NBE-PT-000: For Accredited Proficiency Testing Providers
- NBE-RM-000: For Accredited Reference Material Producer



- Figure 1 -

- 2.1.4. The Symbol shall not be displayed in a more prominent way than the logo of the accredited CAB.
- 2.1.5. The Symbol may be used in the defined colours or black and white colours provided that the conditions set out in this document are fulfilled.
- 2.1.6. The Symbol may be reproduced electronically, provided that the requirements of this document are met, distortion and/or degradation does not occur and the electronic version (softcopy) of the symbol is acquired from NBE.

3. REQUIREMENTS FOR THE USE OF THE SYMBOL ON CERTIFICATES

3.1 GENERAL

- 3.1.1. The use of NBE symbol is compulsory for all CABs accredited by NBE.
- 3.1.2. The accredited CAB can display the Symbol on the certificates out within the scope of accreditation. The accredited CABs shall state clearly which scope(s) are accredited.
- 3.1.3. The Symbol shall not be used in such a way as to state, imply or suggest that NBE accepts responsibility for the accuracy of certification decisions covered by the scope of accreditation.
- 3.1.4. The Symbol does not imply any certification/ approval of the products tested, inspected, or certified.
- 3.1.5. The Symbol shall not be included in certificates containing only results from non-accredited methods, nor shall such certificates present any reference to the accreditation status.
- 3.1.6. The accredited bodies shall submit to NBE, the procedure on how they will use the symbol and a sample of their certificate with NBE Symbol.

Both of these have to be approved by NBE and the implementation will be monitored by NBE.

3.2 SPECIFIC REQUIREMENTS FOR CERTIFICATION BODIES

- 3.2.1. Holders of certificates issued by NBE accredited certification bodies shall always use NBE Symbol in conjunction with the mark of the certification body or certification scheme. As shown in Figure 1.
- 3.2.2. The certification body mark (separately or in conjunction with NBE symbol) shall used on a product or product packaging seen by the consumer or in any other way that may be interpreted as denoting conformity certified.
- 3.2.3. The certification body shall not permit its mark (separately or in conjunction with NBE symbol) should utilization used for activities other than in accordance with the accreditation code

3.2.4. Certification bodies shall ensure that they audit the use of their combined marks (i.e. the mark of the certification body in conjunction with NBE Symbol) by their certificate holders. Conditions for the use of the marks by such certificate holders are given below.

3.2.5. Where a certification body holds more than one accreditation from different accreditation bodies, the subject certification body is not allowed to use any other accreditation bodies' symbol along with NBE symbol on the conformity assessment certificate issued by it. However the certification body can issue separate certificate containing accreditation symbol of other accreditation body.

3.2.6. The use of i-NAF symbol by CABs is compliance with shall be i-NAF.



Figure 2

3.3 REQUIREMENTS FOR MULTI-SITES ACCREDITED CABS

3.3.1. Whenever a CAB is composed of several sites among which at least one has not been granted accreditation, only those accredited sites shall make reference to accreditation or use the Symbol. When a common document is issued, a disclaimer shall indicate clearly the accredited/ non-accredited sites.

3.3.2. Whenever a subsidiary /Branch/Representatives belonging to a group has been accredited, there shall not be any confusion as to which part of the group holds accreditation, and it shall not imply that other Subsidiaries/branches/Representatives have been accredited.

4. USE OF NBE SYMBOL ON ADVERTISING MATERIAL/PUBLICITY

4.1. NBE Symbol shall not be used in any way that might mislead the reader about the status of an accredited CAB.

4.2. NBE Symbol may be displayed on advertising materials/ publicity only if the logo and the name of the accredited CAB concerned is also shown, with no more prominence than the logo or the name of the accredited CAB and no more than once for each NBE accreditation.

5. OTHER RESTRICTIONS ON THE USE OF THE SYMBOL

NBE Symbol should not be used for activities other than in accordance with the code.(e.g. System Certification symbol cannot be used in Lab's test reports etc.)

6. SUSPENSION/ WITHDRAWAL OF THE ACCREDITATION

The Accredited CAB shall discontinue the use of the accreditation symbols or any reference to accreditation status in certificates, promotional material, stationery, internet web sites, etc. for an activity immediately on suspension, withdrawal or termination of the accreditation for that activity for an activity immediately on suspension, withdrawal or termination of the accreditation for that activity.

7. MISUSE OF THE SYMBOL

The Symbol is owned by NBE Accredited CABs are not allowed to copy or make use the same or similar Symbol as their own symbols. In the event of misuse of the Symbol, NBE reserves the right to issue violations and sanctions depending on the gravity of the violation.

8. REFERENCES

ISO/IEC 17011 Conformity assessment – General requirements for accreditation bodies accrediting conformity assessment bodies