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1. DEFINITIONS

- 1.1. NBE Logo: It is the Logo used only by New Business Education Foundation (NBE) to identify itself.
- 1.2. NBE License Symbol: It is a combination of NBE License logo and License number allotted to Natural Accreditation Bodies (NAB). It is used by NBE licensed NAB to indicate their License status.
- 1.3. Natural Certificate: Certificate of Accreditation
- 1.4. Natural Accreditation Body (NAB): Organization that issues a accreditation/accreditation certificate.

2. GENERAL REQUIREMENTS

2.1 DISPLAY OF THE LICENSE SYMBOL

- 2.1.1. The License Symbol shall be displayed only in the appropriate form, and colour as demonstrated in figure no. 1 below. The NAB 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 License Symbol shall normally have a minimum width of 30 mm and minimum height of 35 mm.
- 2.1.3. The License number shall be printed centrally underneath NBE logo.

It consists of two fields;

First field of three alphabets identify of NAB and the second filed consists of four numbers shows the reference number of NAB as shown in Figures 1 as example: The figure 1 shows License number of accreditation body.

Natural Accreditation Body Code:

- NBE-NAB-0: For Licensed Accreditation Body



- Figure 1 (e.g., License Mark)-

- 2.1.4. The Symbol shall not be displayed in a more prominent way than the logo of the licensed NAB.
- 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 LICENSE SYMBOL ON CERTIFICATES

3.1 GENERAL

- 3.1.1. The use of NBE License Symbol is compulsory for all NABs licensed by NBE.
- 3.1.2. The licensed bodies shall submit to NBE, the procedure on how they will use the symbol and a sample of their certificate with NBE License Symbol.

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

3.2 SPECIFIC REQUIREMENTS

- 3.2.1. The use of i-NAF symbol by NABs is compliance with shall be i-NAF.



- Figure 2 -

3.3 REQUIREMENTS FOR MULTI-SITES LICENSED NABS

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

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

4. USE OF NBE LICENSE SYMBOL ON ADVERTISING MATERIAL/PUBLICITY

- 4.1. NBE License Symbol shall not be used in any way that might mislead the reader about the status of an licensed NAB.
- 4.2. NBE License Symbol may be displayed on advertising materials/ publicity only if the logo and the name of the licensed NAB concerned is also shown, with no more prominence than the logo or the name of the licensed NAB and no more than once for each NBE License.

5. OTHER RESTRICTIONS ON THE USE OF THE LICENSE SYMBOL

NBE License Symbol should not be used for activities other than in accordance with the code.

6. SUSPENSION/ WITHDRAWAL OF THE LICENSE

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

7. MISUSE OF THE LICENSE SYMBOL

The Symbol is owned by NBE Licensed NABs 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

- 8.1 ISO/IEC 17011 Conformity assessment – General requirements for accreditation bodies accrediting Conformity Assessment Bodies
- 8.2 i-NAF NPG 2 General Principles on the Use of the i-NAF MLA Mark