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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 Conformity Assessment Bodies (NCAB). It is used by NBE licensed NCAB to indicate their License status.
- 1.3 Natural Certificate: Certificate of Conformity or Test Report
- 1.4 Natural Certification/Conformity Assessment Body(NCAB): Organization that issues a certificate of conformity or testing laboratory.

## **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 NCAB 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 two alphabets identify the type(exemple: VV) of NCAB and the second filed consists offour numbers shows the reference number of NCAB as shown in Figures 1 as example: The figure 1 shows License number of certification body.

### **Natural Certification and Testing Bodies Codes:**

- NBE-NAP-0: For Licensed NSO-NAP 1 Natural Product Certification Body
- NBE-HNAP-0: For Licensed NSO-NAP 2 Halal Natural Product Certification Body
- NBE-ECO-0: For Licensed NSO-NAP 3 Eco Global Label Certification Body
- NBE-VV-0 :For Licensed NSO-NAP 7 Vegan-Vegetarian Certification Body
- NBE-HVV-0: For Licensed NSO-NAP 11 Halal Vegan-Vegetarian Certification Body
- NBE-LMS-0 :For Licensed NSO-NAP 10 Management System Certification Body
- NBE-GF-0: For Licensed NSO-NAP 12 Gluten-Free Certification Body
- NBE-LTL-0: For Licensed Testing Laboratory



- Figure 1 (e.g., Vegan-Vegetarian License)-

2.1.4. The Symbol shall not be displayed in a more prominent way than the logo of the licensed NCAB.

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 NCABs licensed by NBE.

3.1.2. The licensed NCAB can display the license symbol on the certificates or test reports out within the scope of License.

The licensed NCABs shall state clearly which scope(s) are licensed.

3.1.3. The License 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 License.

3.1.4. The License Symbol does not imply any full assurance of the products tested, inspected, or certified.

3.1.5. The Symbol shall not be included in certificates or test reports containing only results from non-licensed methods, nor shall such certificates or test reports present any reference to the License status.

3.1.6. 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 FOR CERTIFICATION BODIES/TESTING LABORATORIES

3.2.1. Holders of certificates issued by NBE licensed certification bodies shall always use NBE License 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 License 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 License Symbol) should utilization used for activities other than in accordance with the License 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 License 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 License from different License bodies, the subject certification body is not allowed to use any other License bodies' symbol along with NBE License Symbol on the conformity assessment certificate issued by it. However the certification body can issue separate certificate containing License symbol of other License body.

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



- Figure 2 -

### 3.3 REQUIREMENTS FOR MULTI-SITES LICENSED NCABS

3.3.1. Whenever a NCAB 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 NCAB.

4.2. NBE License Symbol may be displayed on advertising materials/ publicity only if the logo and the name of the licensed NCAB concerned is also shown, with no more prominence than the logo or the name of the licensed NCAB 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 (e.g. Product Certification symbol cannot be used in Lab's test reports etc.).

**6. SUSPENSION/ WITHDRAWAL OF THE LICENSE**

The Licensed NCAB 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 NCABs 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