

STANDARDS ORGANISATION OF NIGERIA MANAGEMENT SYSTEMS  
CERTIFICATION (SON-MSC)  
USE OF CERTIFICATION LOGO

## INTRODUCTION

The regulations in this document relate to the SON Management Systems Certification Mark (the “Certification Mark”) as shown in the Appendix 1 owned by SON-MSC and licensed to the Certification Body for the purposes hereof.

The Certification Mark shown in Appendix 1 is an example and it should never be used by the Client as it is. The Certification Body will provide the Client with the right logo to be used.

SON-MSC reserves the right to replace the Certification Mark as shown in the Appendix 1 by another certification mark at any time.

Use of the Certification Mark for a renewable three-year period is strictly limited to the Client whose management system has been successfully certified by the Certification Body.

## USE OF THE CERTIFICATION MARK

The Client agrees that:

- (a) The Certification Mark only will be used in the manner prescribed herein and in the Certificate.
- (b) The Certification Mark will be used only in relation to its scope of certification and locations covered.
- (c) The Certification Mark on its Communication Media will not be in such a way as to create confusion between matters referred to in the scope of certification and other matters.
- (d) The Certification Mark will not be on its products and their primary packaging in order to avoid confusion with product certification; However, it may be used on larger boxes or over-packaging that can be reasonably considered as not reaching end-users but only in association with a statement that the product was manufactured in a plant whose management system has been certified.
- e) The Certification Mark can be on stationery such as sales and contractual documents, letterheads, business cards, invoices, compliment slips, delivery slips, on advertising such as advertisements, displays, posters, TV advertisements, promotional videos, web sites, brochures, on outdoor advertisements such as billboards and signs, on flags, on vehicles, on larger boxes or on over-packaging not reaching end users, on window stickers, on promotional goods such as pocket diaries, coffee mugs, coasters, doormats.
- (f) When used on flags, on vehicles, on larger boxes or on over-packaging not reaching end users, on window stickers, on promotional goods such as pocket diaries, coffee mugs, coasters, doormats, the Certification Mark **shall be used without** the Accreditation Mark.
- (g) Where the accreditation body permits use of its mark by the Client it may only be used in combination with the Certification mark as set out in the SON-MSC combined mark on stationery such as sales and contractual documents, letterheads, business cards, invoices, compliment slips, delivery slips, on

advertising such as advertisements, displays, posters, TV advertisements, promotional videos, web sites, brochures, on outdoor advertisements such as billboards and signs.

(h) The Certification Mark or the Accreditation Mark will not be used on test reports or certificates of compliance such as calibration certificates or certificates of analysis.

(i) It will not, during the period of validity of the Certificate or thereafter, register or attempt to register the Certification Mark or any imitation thereof, make or assert any claim of ownership to the Certification Mark and dispute the right of the Certification Body, its successors or assigns, to authorize the use of the Certification Mark as provided herein.

(j) It will, upon the suspension, withdrawal or cancellation of the Certificate, forthwith discontinue the use of the Certification Mark or any reference thereto, **of the Accreditation Mark** and will not thereafter use any copy or imitation thereof.

(k) In case of take-over or merger, written permission from the Certification Body is mandatory in order to transfer the right to use the Certification Mark.

**PLEASE NOTE:** The use of the Certification Mark does not exonerate the Client from any liability imposed by law regarding the performance of its services and the performance, design, manufacturing, shipment, sale or distribution of its products.

## **MONITORING OF THE CLIENT**

SON-MSC may during the entire period of validity of the Certification Mark make or entrust a representative to make all checks deemed necessary using the methods and frequencies indicated in the Standards. Checks will ensure that the Standard inherent to each management system is applied and that conformity to these Regulations and to the Codes of Practice is maintained.

## **PENALTIES AND APPEAL**

In case of improper use of the Certification mark, the SON-MSC may forthwith suspend or withdraw the certification and the right to use the Certification Mark in accordance with the sanctions procedure that will be provided by SON-MSC upon request. The Client may appeal the SON-MSC's decision in accordance with the appeal procedure that will be provided upon request.

## **RENUNCIATION**

The Client may renounce or suspend the use of the Certification Mark for a certain period of time. It will give SON-MSC written notification **30 working days in advance** and make all changes regarding its Communication Media. Based on this information the Certification Body shall inform the Client of the terms and conditions for temporary or definitive termination of use of the Certification Mark.

## **FINANCIAL CONDITIONS**

The financial conditions for authorization to use the Certification Mark are included in the contract between SON-MSC and the Client.

## **CONFIDENTIALITY**

Unless otherwise agreed by SON-MSC, the Client shall keep confidential all documents received from the SON-MSC with the exception of the Certificate, these Regulations and the Appendix thereof.

## **CHANGES TO THE LEGISLATION**

SON-MSC complies with all national and international laws, regulations and standards in force concerning the right to use the Certification Mark or the conditions for obtaining said right. It will give the Client notification of the changes thereto and the Client will be obligated to apply all modifications resulting from said changes.

## **CHANGES TO THE REGULATIONS GOVERNING THE USE OF THE MARK**

SON-MSC reserves the right to modify these Regulations at any time. It will give the Client **30 working days** written notification of all changes thereto and the Client will be obligated to apply said changes.

## **TECHNICAL DETAILS**

- (a) The Certification Mark shown in Appendix 1 is an example and SON-MSC will provide the Client with the right logo to be used.
- (b) On documents printed in more than one color, the Certification Mark should be used in priority in black and the Nigerian Coat of Arms in color. However, the Client may also use the Certification Mark in grey (65% screened black).
- (c) On documents printed in one color exclusively, the Client may either use the Certification Mark in grey and the exclusive printing color (65% screened of the exclusive printing color).
- (d) On documents printed in more than one color or in one color exclusively, the Certification Mark may also appear on colored backgrounds when it remains clearly visible.
- (e) For web use, the Client may create and use a transparent version of the Certification Mark.
- (f) The Certification Mark can be enlarged as well as reduced as long as the text remains legible.
- (g) When used in combination with the Certification Mark, the Accreditation Mark shall be equal in size or smaller than the Certification Mark.

### **Displaying your certificate**

Remember, when labeling with respect to being certified to an ISO standard:

**Don't say:** "ISO certified" or "ISO certification"

**Say:** "ISO 9001:2008 certified" or "ISO 9001:2008 certification" (for example).

**APPENDIX 1**

SON-MSC Certification Mark



**NIS ISO 9001:2008  
CERTIFIED COMPANY**

**Certificate No.:0000100**

Signed \_\_\_\_\_

Director General /Chief Executive