

Use of Stickers with QR Code and Certificates for HKQAA Anti-Epidemic Hygiene Measures Certification Scheme

1. Introduction

- 1.1 Hong Kong Quality Assurance Agency (“HKQAA”), under its range of services, develops and offers certification schemes of specific nature and / or for specific industry. Each scheme is presented and recognized by its unique registered design of mark, which is owned and administered by HKQAA.
- 1.2 The certified company (“Business”) holding a HKQAA certificate bearing the respective certification scheme’s registered mark is authorized to use the respective stickers with QR code and certificates in the certification sites and facilities, literature, and advertisements and at its relevant premises. The use is subject to [a] the conditions set out below and [b] the conditions set out in the Guideline for the Use of Stickers with QR Code for HKQAA Anti-Epidemic Hygiene Measures Certification Scheme.

(Refer to: **Guideline for the Use of Stickers with QR Code for HKQAA Anti-Epidemic Hygiene Measures Certification Scheme**)

- 4.2 Certified business shall be obligated when questioned to produce its certificate or made known of its certification number for proof of certification.



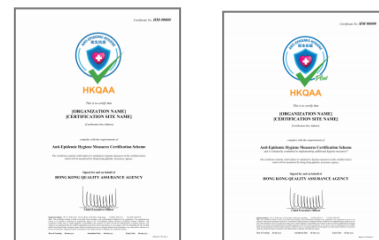
2. Conditions for the Use of Stickers with QR Code and Certificates for HKQAA Anti-Epidemic Hygiene Measures Certification Scheme

The Business:

- 2.3 shall not use the Stickers with QR Code and Certificates in the following restricted situations:
- 2.3.1 use the Stickers with QR Code and Certificates in association with other business / site which is not stated in the HKQAA certificate
- 2.3.2 use the Stickers with QR Code and Certificates on its products and / or its packaging or associated documentation or certificates (including calibration certificates and test reports)
- 2.3.3 use the Stickers with QR Code and Certificates in a misleading manner to suggest that HKQAA has certified or approved any product or any service supplied by a Business.

5. Use of HKQAA Anti-Epidemic Hygiene Measures Certificates

- 5.1 The Business should ensure that the Certificate is not used in a misleading manner or in a way that will bring HKQAA into disrepute.
- 5.2 The Business should use the Certificate according to the format and colour as shown in the Certificate sample below, without any shape change or letter alteration whatsoever.
- 5.3 The Certificate is preferably to be printed out in A4 size with at least 150 dpi. If the Certificate is displayed in a smaller or larger size, it must be enlarged or reduced in its exact proportion based on the master versions with an appropriate resolution to make sure that all the texts, images and graphics on the Certificate are legible and clearly displayed without any distortion or blurriness.
- 5.4 The Business shall at all time have a proper record on the items where the Certificate has been used, to facilitate reporting to HKQAA if necessary and upon request.



3. Suspensions or Withdrawal

- 3.1 Any incorrect use of the Stickers with QR Code and Certificates may result in:
- (a) Publication of transgression; or
- (b) Suspension or withdrawal of certification
- 3.2 The Business shall immediately cease use of the stickers with QR code, and certificates in the sites, facilities, internet, digital signage, literature and advertisement.

4. Use of HKQAA Anti-Epidemic Hygiene Measures Certification Mark Stickers

- 4.1 HKQAA produces self-adhesive Certification Mark Stickers for HKQAA Anti-Epidemic Hygiene Measures Certification Scheme (as shown below) for external publicity **at prominent positions within the certification sites and facilities.** The production of the respective Mark Stickers are strictly administered by HKQAA and shall not be reproduced in any format or manner.

6. Other Optional Use of Stickers and Certificates

- 6.1 The Business shall contact the Corporate Communications Unit of HKQAA for any proposed use of the Certification Mark Stickers / Certificates not mentioned in the official HKQAA use of stickers and certificates documents.
- 6.2 The latest version of this Guideline is available in HKQAA website.