

Guideline for Use of HKQAA Marks & Accreditation Symbols for Management Systems Certifications 香港品质保证局管理体系认证标志和认可标识的使用指引

The following situations apply to HKQAA Certification of

下述情况适用于香港品质保证局的有关认证

Brand Evaluation, FSSC 22000, GB/T 23331, GB/T 28001, Good Standardizing Practice, HKQAA-HACCP, HKQAA 37001, ISO 9001, ISO 9001 / GB/T 19001, ISO 9001 / GB/T 19001 及 GB/T 50430, ISO 10002, ISO 13485, ISO 14001, GB/T 19001, ISO/IEC 20000-1, ISO 21001, ISO 22000, ISO 22301, ISO 22716, ISO/IEC 27001, ISO 28000, ISO 28001, ISO 37001, ISO 41001, ISO 45001, ISO 50001, ISO 55001, OHSAS 18001, PAS 55-1, SA8000, TL 9000, ISO/IEC 27017, ISO/IEC 27018, ISO/IEC 27032, ISO/IEC 29100, Residential Care Home for the Elderly, US FDA Cosmetic GMP Guidelines (2008)

Selected samples of marks 标志样本：



The certification mark and/or any other content related to the certification (e.g. a statement with respect to the certified organisation's operations in advertisements, publicity materials, websites, etc.) shall be used in an appropriate and not misleading manner. 认证标志及/或其他提及该认证的内容(如显示于广告、宣传物品及网站等)有关获证机构营运的陈述,应以恰当的方式使用,不得引起误导。

Letterhead, Literature, Business Card, Stationery 公司信纸、公司刊物、名片、文具

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✓	✓	✓	✓	✓	✓

Advertisement 广告

* It cannot imply that the product is certified.
* 不可以暗示产品获得认证

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✓*	✓*	✓*	✓*	✗	✓*

Souvenir 纪念品

* It cannot imply that the souvenir is certified. Souvenir must clearly show the name of the certified organisation.
* 不可以暗示纪念品获得认证, 获颁证书的机构之名称必须清楚地显示在纪念品上。

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✓*	✗	✗	✗	✗	✗

Building, Flag and Vehicle 楼宇外墙、旗帜及车辆

* The mark can only be applied in association with business(es) / site(s) under the scope stated in the certification. The name of the certified organisation must be clearly shown nearby.
* 标志只适用于认证范围以内的业务/地点, 亦须在标志附近清楚地显示获颁证书的机构之名称。

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✓*	✗	✗	✗	✗	✗

Laboratory and Test Certificate, Report 检定证书及报告

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✗	✗	✗	✗	✗	✗

Engineering Drawing 工程图纸

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✗	✗	✗	✗	✗	✗

Guideline for Use of HKQAA Marks & Accreditation Symbols for Management Systems Certifications

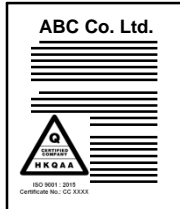
香港品质保证局管理体系认证标志和认可标识的使用指引

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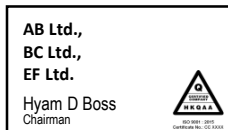
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Partial Certification 部分认证



- * The mark can only be applied in association with business(es) / site(s) under the scope stated in the certification with clear statement or notification.
- * 标志只适用于认证范围以内的业务 / 地点，并须附有清晰注明。

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✓*	✓*	✓*	✓*	✓*	✓*



The mark cannot be applied to a group of companies in which only some of them are certified.
标志不适用于超过一间公司而其中只有个别公司已获取认证。

e.g.: In the business card shown above, if only AB Ltd. is certified, the mark cannot be applied.
例如:上方之名片，只有AB Ltd.已获认证，则标志不可使用于该名片上。

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✗	✗	✗	✗	✗	✗



The mark cannot be applied to the corporate that only some subsidiaries are certified.

标志不适用于只有个别附属公司获认证之母公司。

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✗	✗	✗	✗	✗	✗

Invalid Specification 错误配置

Incorrect position of certificate number, colours & wordings
错误的证书号码位置、标志颜色和字样

e.g.:
例如:



After obtaining a new version of certification (e.g. from ISO 9001: 2008 to ISO 9001: 2015), the certified organisation must use the new version's certification mark on its name card, letterhead, publicity materials, organisation's website and other printed matters, etc. For using the HKQAA Certification Mark in conjunction with an accreditation symbol, please refer to respective HKQAA guidelines on the use of specific accreditation symbol.
当取得新版本认证后(如由ISO 9001:2008转至ISO 9001:2015)，获证机构须于名片、信纸、宣传刊物、机构网页及其他印刷品等转换新版标志。如联合使用认可标识及香港品质保证局认证标志，请参考香港品质保证局有关的认可标识使用指引。

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✗	✗	✗	✗	✗	✗

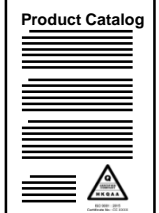
Delivery Packaging 运送包装



- * The mark may be used on larger boxes for transportation (not to the end user) only if a statement "(This product) was manufactured in a plant whose quality / environmental management systems is certified as being in conformity with ISO 9001 / ISO 14001 (specific standards)" is included.
- * 只有注明「(产品)生产商之厂房的品质 / 环境管理体系已通过 ISO 9001 / ISO 14001 (有关标准)认证」字样的情况下，方可将标志放在只用以运送货物的外包装箱上(包装箱不可运送至最终客户)。

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✓*	✗	✓*	✓*	✗	✓*

Product Catalog 产品目录



- * The mark shall not be used, unless the statement "The product is manufactured under a HKQAA ISO 9001 / ISO 14001 certified quality / environmental management systems (specific standards)" is stated.
- * 不可以将标志使用在产品目录内，只有注明「生产该产品的品质 / 环境管理体系已通过由香港品质保证局依据 ISO 9001 / ISO 14001(有关标准)进行认证」字样的情况下，标志方可使用。

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✓*	✓*	✓*	✓*	✗	✓*

Product, Product Label and Packaging 产品、产品标签及包装



The mark shall not be used on ultimate product, product label or packaging. However, a statement including identification (e.g. brand or name) of the certified organisation, type of management system and applicable standard, and the certification body issuing the certificate may be printed on the product packaging or in accompanying information. The statement cannot imply that the product, process or service is certified. Product packaging is considered as that which can be removed without the product disintegrating or being damaged. Accompanying information is considered as separately available or easily detachable. Example of statement, "This product is manufactured by ABC Company under a HKQAA ISO 9001 / ISO 14001 certified quality / environmental management systems (specific standards)".

不可以将标志使用在最终产品、产品的标签或包装上，但可以文字形式在产品包装上或附带信息中声明；而该声明必须包含获认证机构之标识(如品牌或名称)、管理体系类型和适用标准、签发证书的认证机构，亦不可含有产品、过程或服务获认证之意。产品包装是指其可从产品上移除且不会导致产品分解、碎裂或损坏。附带信息是指其可分开获得或易于分离。

声明例子:「ABC公司生产此产品的品质 / 环境管理体系，已通过由香港品质保证局依据 ISO 9001 / ISO 14001 (有关标准)进行认证」。

HKQAA	CNAS	HKAS	APMG	SAAS	UKAS
✗	✗	✗	✗	✗	✗