Frequently Asked Questions for Change of UKAS Accreditation Symbols

Q.   What shall I do for those items bearing the old accreditation symbols?

A.   A running change approach is adopted. Certified organizations can still use them until specified dates. Digital materials must be changed to new UKAS accreditation symbols on or before 31 January 2022, while printed materials must be changed on or before 31 January 2023. However, it is highly recommended your organization starts the change to the new accreditation symbols as soon as possible.

Q.   What happens if it is found the old accreditation symbols are still being used during audits?

A.   On or before the specified dates mentioned above, our auditors shall raise an opportunity for improvement or area for improvement if it is found that the old accreditation symbols are still being used and it will be followed up in the next audit. After these specified dates, our auditors shall raise a minor nonconformity if it is found that the old accreditation symbols are still being used. Your organization then shall take timely corrections and corrective actions to rectify the situation and prevent recurrence.

Q.   Is it acceptable not to use the accreditation symbols in our items?

A.   Yes, certified organizations can choose to use or not to use the accreditation symbols. However, if they are used, then your organization shall compile with all the requirements of use of accreditation symbols.

Q.   What are the obligations for the organization holding a certificate bearing an accreditation symbol?

A.   The organization holding a certificate bearing an accreditation symbol has some obligations to fulfill, including undergoing witnessed assessments in which assessors from accreditation bodies join the HKQAA audit team as observers in the audit. For further information, you may refer to the mandatory document IAF MD 17:2015 issued by the International Accreditation Forum (IAF):
http://www.iaf.nu/upFiles/IAF_MD172014WitnessingActivitiesIssue1Version2PublicationVersion.pdf