

USE OF COMBINED ACCREDITATION SYMBOL AND ILAC MRA/IAF MLA MARK

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1. **PURPOSE AND SCOPE**

This document sets out the conditions for the use of combined accreditation symbol and ILAC MRA/IAF MLA Mark. Combined accreditation symbol and ILAC MRA/IAF MLA Mark are when the SADCAS accreditation symbol is used together with the IAF MLA or ILAC MRA Mark. The use of SADCAS accreditation symbol together with the IAF MLA or ILAC MRA Mark is only possible once SADCAS has achieved signatory status of the IAF Multilateral Arrangements and/or the ILAC Mutual Recognition Arrangement and where the ILAC MRA/IAF MLA Mark is registered or where an application for registration has been lodged and registration is pending.

2. **CONDITIONS FOR USE OF COMBINED ACCREDITATION SYMBOL AND ILAC MRA/IAF MLA MARK**

2.1 Accredited organizations can only use the said combined accreditation symbol and ILAC MRA/IAF MLA Mark when permission to do so has been granted by SADCAS and have signed an agreement with SADCAS to do so.

2.2 Only certification bodies accredited to ISO/IEC 17021-1 are entitled to use the combined IAF MLA Mark and SADCAS accreditation symbol. As there are no IAF endorsed product certification schemes, Certification Bodies providing product certification may not use the combined accreditation symbol and IAF MLA Mark.

2.3 Accredited testing and calibration laboratories to ISO/IEC 17025, medical testing to ISO 15189 inspection bodies to ISO/IEC 17020 are entitled to use the combined ILAC MRA mark and SADCAS accreditation symbol once the ILAC MRA mark has been registered or where an application for registration has been lodged and registration is pending.

2.4 An accredited Conformity Assessment Body (see 2.2 and 2.3) wishing to use the combined accreditation symbol and ILAC MRA/IAF MLA Mark is required to sign the relevant sub-license agreement:

- SADCAS F 113 Sub-license agreement for the SADCAS accreditation symbol and IAF MLA Mark; or
- SADCAS F 114 Sub-license agreement for the SADCAS accreditation symbol and the ILAC MRA Mark.

2.5 In using the combined accreditation symbol and ILAC MRA/IAF MLA Mark accredited organizations shall comply with:

- This document SADCAS TR 01: Part 2 and the relevant Sub-license (SADCAS F 113/ F 114);
- SADCAS TR 01: Part 1 – Conditions for the use of SADCAS accreditation Symbol;
- ILAC P 8 – Supplementary requirements for the use of accreditation symbols and for claims of accreditation status by accredited conformity assessment bodies; and
- IAF ML 2 - General principles on the use of the IAF MLA Mark; or
- ILAC R 7 – Rules for the use of the ILAC MRA Mark.

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- 2.6 The accredited organization is not permitted to use the ILAC/IAF Mark without the SADCAS accreditation symbol.
- 2.7 SADCAS reserves the right to immediately suspend or withdraw the CAB's accreditation status in accordance with SADCAS TR 06 "Suspension and Re-instatement of Accredited Organizations" if the Conformity Assessment Body misuses the combined accreditation symbol and ILAC MRA/IAF MLA Mark.

3. PROCEDURE FOR OBTAINING APPROVAL

- 3.1 The procedure for obtaining approval for use of the combined accreditation symbol and ILAC MRA/IAF MLA Mark is defined as follows:
- 3.1.1 The CAB applying for the use of the combined accreditation symbol and ILAC MRA/IAF MLA Mark shall comply with clauses 2.2 or 2.3 as applicable.
- 3.1.2 The accredited CAB shall seek written permission from the SADCAS Quality Manager to use the combined accreditation symbol and ILAC MRA/IAF MLA Mark. It shall indicate its accreditation numbers and contact details.
- 3.1.3 The Quality Manager sends to the CAB SADCAS F 113/ F 114 as applicable.
- 3.1.4 The CAB agrees to the rules for the use of the combined accreditation symbol and ILAC MRA/IAF MLA Mark by signing SADCAS F 113/ F 114 and shall submit the relevant signed form to the Quality Manager.
- 3.1.5 The Quality Manager sends the combined accreditation symbol and ILAC MRA/IAF MLA Mark to be used by the CAB.
- 3.1.6 The CAB shall prepare an example of the intended use of the combined accreditation symbol and ILAC MRA/IAF MLA Mark on a report /letterhead and send it to the Quality Manager by email.
- 3.1.7 The Quality Manager evaluates whether the use of the combined accreditation symbol and ILAC MRA/IAF MLA Mark complies with SADCAS TR 01: Part 2. If it does not comply, the Quality Manager informs the CAB of any error committed and the CAB shall submit the corrected version for approval;
- 3.1.8 The Quality Manager sends to the CAB a formal letter of approval for the use of combined accreditation symbol and ILAC MRA/IAF MLA Mark.
- 3.1.9 The CAB shall use the combined accreditation symbol and ILAC MRA/IAF MLA Mark in accordance with clause 2.5.

3.2 The accredited organization shall keep a record of the letter of approval defined under sub-clause 3.1.8 as proof that permission was granted to use the combined accreditation symbol and ILAC MRA/IAF MLA Mark.

3.3 Use of combined accreditation symbol and ILAC MRA/IAF MLA Mark shall be assessed at each assessment to ensure that conditions of use are being maintained.

4. **COMBINED ACCREDITATION SYMBOL AND ILAC MRA/IAF MLA MARK SPECIFICATIONS**

4.1 An accredited organization that has been granted permission to use the combined accreditation symbol and ILAC MRA/IAF MLA Mark may do so on its certificates, reports, stationery, etc.

4.2 The combined accreditation symbol and ILAC MRA/IAF MLA Mark shall not be more prominent than any other logo on the accredited organization's reports or any other documents (e.g. letterheads, quotations, brochures, etc.)

4.3 Specifications of ILAC MRA Mark are as specified in ILAC R 7.

4.4 Specifications of IAF MLA Mark are as specified in IAF ML 2.

4.5 Specifications of SADCAS symbol are as specified in SADCAS TR 01: Part 1.

4.6 SADCAS will monitor the use of the combined accreditation symbol and ILAC MRA/IAF MLA Mark during assessments.

5. **REFERENCES**

- SADCAS TR 01: Part 1 : Conditions for Use of SADCAS Accreditation Symbol
- ILAC P 8 : Supplementary requirements for the use of accreditation symbols and for claims of accreditation status by accredited conformity assessment bodies
- ILAC R 7 : Rules for the use of the ILAC MRA Mark
- IAF ML 2 : General Principles on the Use of the IAF MLA Mark

APPENDIX - AMENDMENT RECORD

Revision Status	Change			Approved by	Effective Date
	Page	Clause/ Sub - clause	Description of Change		
Issue 5	3	2.3	<p>substituted with the following wording:</p> <p>“Accredited testing and calibration laboratories to ISO/IEC 17025 are entitled to use the combined ILAC and SADCAS mark once the ILAC MRA mark has been registered or where an application for registration has been lodged and registration is pending.</p> <p>Medical laboratories to ISO 15189 and inspection bodies to ISO/IEC 17020 are entitled to use the combined ILAC and SADCAS mark once SADCAS has achieved signatory status of the ILAC Mutual Recognition Arrangement and where the ILAC MRA mark has been registered or where an application for registration has been lodged and registration is pending.”</p>	CEO	2017-08-04
Issue 6			<p>In Whole document:</p> <ul style="list-style-type: none"> • “accreditation mark” deleted and substituted by “accreditation symbol” • “Combined marks” deleted and substituted with “accreditation symbol and ILAC MRA/IAF MLA Mark” 	CEO	2018-11-15
	5	4.6	New clause added: “SADCAS will monitor the use of the combined symbols during assessments”	CEO	2018-11-15
Issue 7			<p>In whole document:</p> <ul style="list-style-type: none"> • “mark” deleted and substituted with “Mark”. 	CEO	2019-11-21
	3	2.5	Bullet 3, Line 1: Deleted “and guideline” between “requirements” and “for the use”.		

Revision Status	Change			Approved by	Effective Date
	Page	Clause/ Sub - clause	Description of Change		
Issue 7	3	2.5	Bullet 3, Line 2: Deleted “laboratories” at the end of sentence and substituted with “conformity assessment bodies”.	CEO	2019-11-21
	5	5	Bullet 2: <ul style="list-style-type: none"> • Line 1: Deleted “and guidelines” between “requirements” and “for the use”. • Line 3: Deleted “laboratories” at the end of sentence and substituted with “conformity assessment bodies”. 		