



**INSTITUTE OF ACCREDITATION OF  
THE REPUBLIC OF MACEDONIA**

**Regulation on Requirements for Reference to  
Accreditation and the Use of the Accreditation mark**

Based on the Article 14, paragraph 1, indent 1 of the Law on Accreditation (“Official Gazette of Republic of Macedonia” No. 120/09 and 53/2011), and Article 13, paragraph 2 of the Statute of the Institute for Accreditation of the Republic of Macedonia, the Council of the Accreditation Institute of the Republic of Macedonia at the meeting held on 22 May 2013 has adopted the following

## **REGULATION ON REQUIREMENTS FOR REFERENCE TO ACCREDITATION AND THE USE OF ACCREDITATION MARK**

### **1. General provision**

#### **Article 1**

This Regulation defines the logo of the Institute for Accreditation of the Republic of Macedonia (hereinafter: IARM), the IARM accreditation mark and lays down the rules for the accredited bodies and accredited bodies’ clients for reference to accreditation and the use of the accreditation mark.

### **2. Definitions**

#### **Article 2**

The logo of an accreditation body shall represent a logo used by the accreditation body for its identification.

Mark/ symbol of accreditation shall represent a mark issued by the accreditation body and allocated to the accredited conformity assessment bodies in order to indicate their accredited status.

Reference to accreditation shall mean a text or a statement used by the accredited conformity assessment bodies in order to refer to their accreditation.

#### **Article 3**

IARM has its own logo. The logo represents the name of the IARM and only IARM has the right to use it. The logo shall be placed on management system documents, and on other documents related to accreditation activities such as reports, certificates and the like, promotional materials etc.

The employees of the IARM shall use the logo on their business cards.

The shape of the IARM logo is enclosed in Attachment 1, an integral part of this Regulation.

The IARM’ logo shall be increased or decreased proportionally, depending on modes of use.

#### **Article 4**

The IARM shall have a mark/symbol for each of the following accreditation activities: testing, (for testing laboratories and medical laboratories) calibration, inspection and certification of management systems, product certification and certification of persons. The accreditation mark shall be the property of IARM. IARM shall issue the accreditation mark to accredited conformity assessment bodies in order to refer to their accredited status. IARM shall have a combined mark issued on request by bodies accredited in multiple fields.

### **4. The shape and content of the IARM’s accreditation marks**

#### **Article 5**

The shape and the content of the accreditation marks are enclosed in Annexes 2 and 3, which are the integral part of this Regulation.

#### **Article 6**

The accreditation mark is a combination of the logo of the IARM, the accreditation activity (testing, calibration, inspection and certification), the adequate standard and the number of the accreditation certificate.

The accreditation mark shall be inserted in its rectangular shape of 50x35mm in size.

The combined accreditation mark encloses the logo of the IARM, the accreditation activities (ex. testing – inspection), the adequate standards for accreditation and the numbers of the accreditation certificates.

The combined accreditation mark shall be inserted in its square shape of 50x50mm in size.

The marks can be proportionally sized up or down depending of the mode of use.

## **5. Reference on accreditation and the use of the accreditation mark by the accredited bodies**

### **5.1 General Rules**

#### **Article 7**

By obtaining accreditation, the accredited body acquires the right to refer to accreditation and to use the accreditation mark for the accredited activities under the accreditation scope.

#### **Article 8**

The accreditation mark shall be used only in positive.

The accreditation mark shall be used only along with the logo or the name of the accredited body. The logo or the name of the accredited body shall be in more emphasized than the accreditation mark.

#### **Article 9**

When referring to IARM accreditation, the accredited body shall use the following text: “*Accredited body, accredited by IARM for: .....*” (indicated field for accredited activity/ accreditation standard), “*number*” (indicated number of accreditation certificate), or to insert a text of equivalent meaning.

#### **Article 10**

The accredited body having accreditations for multiple activities/fields can use multiple accreditation marks or a combined accreditation mark.

The accredited body of paragraph 1 of this Article in the course of issuance of documents arising from its activities, must clearly and non - ambiguously state which results correspond with which activity.

### **5.2 Reports and Certificates**

#### **Article 11**

The accredited bodies can refer to accreditation and use the accreditation mark in documents issued by their accredited activities such as reports and certificates (including electronic reports and certificates).

The accredited CABs, in their reports and certificates, beside the results of the accredited activities can also insert the results of the non- accredited activities, but they shall be clearly marked and have a clear designation “NON- ACCREDITED”.

If an accredited CAB is also certified by a certification body, the certification body logo shall not be used for reporting of accredited services.

#### **Article 12**

The results stated in reports/certificates which do not bear accreditation mark or do not make reference to accreditation shall be considered as the results of a non-accredited activity.

### **Article 13**

If the accredited bodies have engaged a subcontractor for delivery of a small part of accredited activities, they can refer to accreditation and use the accreditation mark only if clearly indicating the subcontracted activities.

### **Article 14**

In cases when a testing report contains opinions, interpretations or other data related to the examination activity which are outside of the accreditation scope, the following text shall be inserted next to the stated opinion/ interpretation: “The opinions/interpretations expressed in this report are outside the scope of accreditation”.

In cases when the accreditation scope includes testing/calibrations outside the premises of the accredited laboratory, the same rules shall apply for the use of the accreditation mark as well as for testing/calibrations performed in the permanent laboratories.

Marking of calibrated equipment with the accreditation mark of the accredited calibration laboratory shall be permitted only for the equipment calibrated under the accreditation scope.

## 5.3 Promotional material

### **Article 15**

The accredited bodies shall refer to accreditation and use the accreditation mark on other documents, such as informative materials, offers and the like, only when such documents, to the least apply to the accredited activities.

The use of the accreditation mark shall be allowed at the premises of the accredited bodies (on walls, doors and display panels) only in combination with the logo of the accredited body.

In cases when the accredited bodies submit offers or other commercial documents on letterhead bearing the accreditation mark and relate to non-accredited activities, the document shall contain a disclaimer: “This document addresses activities which are not covered by accreditation”.

In cases when the reference to accreditation in such documents is a general one, the accredited bodies shall state that accreditation has not been mentioned addressing the non- accredited activities

In cases when the accredited bodies like to use the accreditation mark or to refer to accreditation in documentation different than the above-mentioned, approval by the IARM shall be required.

### **Article 16**

The accredited bodies’ employees shall not use the accreditation mark on their business cards.

## 6 Limiting the reference to accreditation and the use of accreditation mark

### **Article 17**

Reference to accreditation or use of accreditation mark is strictly forbidden for non-accredited bodies.

The accredited body shall not mislead the clients as to the accreditation scope.

The reference to accreditation or use of the accreditation mark shall not be allowed on accredited bodies’ reports / certificates containing only the results of activities outside the accreditation scope.

The accredited body shall not refer to accreditation or use the accreditation mark in a manner implying that IARM is responsible for the accuracy of results issued by an accredited laboratory for calibration or testing and the accredited inspection body, nor for the decision for certification of the accredited certification bodies.

The accredited body shall not refer to accreditation or use the accreditation mark in a manner suggesting that IARM approves of a product, calibrated instrument or tested/inspected sample.

### **Article 18**

In cases when an organization carries out activities on various, numerous locations and is accredited for one or more locations, then only accredited locations can refer to accreditation and use the accreditation mark.

In cases when the organization issues a common document, the document shall have the following text placed next to the accreditation mark: “List of accredited locations and scope of accreditation can be obtained upon client’s request”.

#### **Article 19**

In cases when the organization has multiple representative offices, and only one or more offices have been accredited, then only the accredited offices shall refer to accreditation and use the accreditation mark.

In cases when a general, mutual document from the organization is issued it must contain the list of the accredited offices.

#### **Article 20**

The suspended accredited body shall immediately cease to issue documents bearing the accreditation mark and cease to refer to accreditation for suspended activities during the suspension period.

#### **Article 21**

Upon withdrawal of accreditation, the accredited body shall immediately cease to refer to accreditation and cease to issue documents bearing the accreditation mark.

### **7 Reference to accreditation and the use of accreditation mark by users of accredited bodies’ services**

#### **7.1 General Rules**

#### **Article 22**

The accredited bodies shall have their own policy and procedures stipulating conditions according to which their clients are allowed to make reference to accreditation and use the accreditation mark.

The procedures of paragraph 1 of this Article shall be at disposal of the users of accredited services.

#### **7.2 Clients of accredited laboratories**

#### **Article 23**

The accredited laboratories shall allow their clients partial reproduction of calibration certificates or testing reports.

The accredited laboratories must specify the conditions under which the test reports or calibrations can be reproduced or integrated in the clients’ promotion materials.

#### **7.3 Clients of the accredited certification body**

#### **Article 24**

The clients of the accredited certification bodies shall use the accreditation mark only in combination with the logo or the title of the accredited certification body.

#### **7.3.1 Clients of the accredited body for management system certification**

#### **Article 25**

The certification body accredited for certification of the management systems shall not permit its clients to use the accreditation mark and certification body’s logo on the products or product’s packaging.

When the user of service of the accredited certification body is a laboratory/ inspection body, accredited or not, the body shall not allow the laboratory/ inspection body to use the accreditation mark of the certification body on the reports of testing/calibration or calibration certificates they issue, since such reports/certificates shall be considered as product of the laboratory/inspection activities.

In cases of certification of management systems in the field of services, the certified body shall not use the accreditation mark on any of the products, related to the provided service.

#### 7.3.2. Clients of the accredited body for certification of products

##### **Article 26**

Certification body accredited for certification of products can allow its clients to use the accreditation mark on the product or product package, however only in combination with the logo of the certification body.

#### 7.3.3 Clients of the accreditation body for certification of persons

##### **Article 27**

The persons certified by an accredited certification body for persons shall not use the accreditation mark of certification body. They can demonstrate their certified status via the certificate issued by the accredited certification body.

### 8 Misuse of the accreditation mark or improper reference to accreditation

##### **Article 28**

In cases of misuse of the accreditation mark or improper reference to accreditation by an accredited body, the IARM shall identify a nonconformity for which corrective action is required or in cases of serious abuse shall suspend or withdraw the accreditation.

In cases of misuse of the mark or reference to accreditation by a non- accredited body, the IARM will inform the responsible competent body for initiating investigation and if necessary will start off legal proceedings before the responsible court. IARM shall report the case of misuse.

### 7. Final provisions

##### **Article 29**

The Regulation on conditions for reference to accreditation and the use of the accreditation mark adopted on the 28 November 2011 shall cease to apply by the enactment of this Regulation.

##### **Article 30**

This Regulation shall enter into force on the day of its adoption.

Date: - 22 May 2013

Chairman of the Council,  
Borce Razmoski, MSc

#### Reference documents:

- MKC EN ISO/IEC 17011\*)t.8.3
- EA – 3/01\*)Mandatory – EA Conditions for the use of accreditation symbols, textual references for accreditation and MLA signatory status
- Law on Accreditation Article 30
- Statute of the IARM Article 4
- R03 Regulation for procedure of accreditation\*)

#### Attachments:

- Shape of the logo of the IARM
- Shape and content of the accreditation marks of the IARM

\*) Last version of the document

Annex 1  
Shape and content of the logo of the IARM



Annex 2  
Shape and content of the accreditation marks of the IARM



Accreditation mark for Testing Laboratories



Accreditation mark for Calibration Laboratories

	<p>Accreditation mark for Product Certification Bodies</p>
	<p>Accreditation mark for Certification Bodies operating quality management system certification</p>
	<p>Accreditation mark for Personnel Certification Bodies</p>
	<p>Accreditation mark for Inspection Bodies</p>
	<p>Accreditation mark for Medical Laboratories</p>

Annex 3

Shape and content of the combined accreditation mark of the IARM for multiple fields  
(example)



Accreditation mark for Accredited Inspection  
Body and Testing Laboratory

Comment:

XXX: ordinals number between 001 and 999