

	亞瑞仕國際驗證股份有限公司 ARES INTERNATIONAL CERTIFICATION CO., LTD.	編號 No. : ARES-WI-20
	公開文件-驗證證書及驗證標誌使用規則 Certification Certificate and Certification Mark Usage Rules	頁碼 Page:1

1 目的 Purpose :

本規則規定亞瑞仕驗證證書、驗證標誌，以及亞瑞仕所取得各認證機構認證標誌之使用條件，並構成亞瑞仕與獲證組織間驗證服務合約之一部分。This document specifies the conditions for the use of ARES certificates, the ARES certification mark and the accreditation symbols held by ARES, and forms an integral part of the certification service agreement between ARES and its certified clients.

2 適用範圍 Scope :

適用於亞瑞仕所執行之管理系統驗證、確證與查證活動，及其所有獲證組織與確證/查證意見持有者。This document applies to all management system certification, validation and verification activities performed by ARES, and to all its certified clients and holders of validation/verification opinions.

3 用語定義 Terms and Definitions :

下列用語於本規則之定義如下。The terms used in this document are defined as follows.

3.1 認證 Accreditation :

認證機構對符合性評鑑機構具備執行特定符合性評鑑活動能力所為之第三方證明。Accreditation: third-party attestation by an accreditation body conveying formal demonstration of the competence of a conformity assessment body to carry out specific conformity assessment tasks.

3.2 驗證 Certification :

驗證機構對受驗證組織之管理系統符合特定標準或其他規範性文件所為之第三方證明。Certification: third-party attestation by a certification body that the management system of a client conforms to a specified standard or other normative document.

3.3 確證/查證 Validation/Verification :

確證/查證機構對客戶主張之合理性或真實性所為之第三方證明。Validation/Verification: third-party attestation relating to the plausibility or truthfulness of a client's claim.

4 亞瑞仕和獲證組織的權利和義務 The Right and Obligation of ARES and Certified Client

4.1 獲證組織的權利和義務 The right and obligation of certified client

1) 獲證組織的權利 The right of certified client

- 獲證組織可按本文件有關規定，使用亞瑞仕頒發的驗證證書和標誌，宣傳其驗證資格。The certified client has the right to use the certificates and symbols that awarded by ARES to propaganda their certified qualification.
- 獲證組織可要求獲取最新版本 ARES-WI-20 驗證證書及驗證標誌使用規則文件。The certified client has the right to achieve the newest version document 《ARES-WI-20 Certification Certificate and Certification Mark Usage Rules》.
- 對亞瑞仕發出的誤用證書和標誌的更改通知，可發表意見，以保護自身利益。The certified client has the right to give suggestion to ARES for the notice of misusing certificate and symbol, to protect their own interest via.

2) 獲證組織的義務 The obligation of the certified client

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- A. 始終遵守驗證規範和本文件的有關規定。Always abide by certification provision and relevant rules of this document.
- B. 正確的使用驗證證書和驗證標誌。Proper use the certificates and symbols.
- C. 獲證組織應及時向亞瑞仕報告其對管理系統擬實施的更改或其他可能影響其符合性的更改，如管理手冊的更改、組織機構的調整、中心地址的變更等，以便驗證機構能掌握最新的變更資訊，未能提供這些變更資訊的將被視為對驗證證書的誤用，並按本規則採取相應措施。For ARES can get the newest change information ,the certified client should report to ARES in time if they want to conduct any change in management system or other changes may impact conformity, such as any change for manual, for o-chart, for main address. If the certified client didn't submit those change information, will be regarded as misusing the certificate. ARES will take relevant action according to this document.
- D. 獲證組織應及時向亞瑞仕報告重大的顧客抱怨、重大的產品品質事故、安全事故和/或環境污染事故、食品安全事故等。獲證組織應建立處理顧客和相關方抱怨的程序並保留其處理記錄。The certified client should report to ARES for any serious customer complain, any serious product quality accident, security accident and environmental pollute accident Food safety accidents, etc.. The certified client should establish procedure for handle the complain from customer and interested party and preserve all handle records.
- E. 及時繳納驗證有關費用。The certified client should pay certification relevant fee timely.
- F. 獲證組織之驗證經暫時終止或終止時，應依亞瑞仕之指示，停止使用一切含有驗證引用之廣告文宣。Upon suspension or withdrawal of its certification, the certified client shall discontinue the use of all advertising matter that contains a reference to certification, as directed by ARES.
- G. 獲證組織之驗證範圍經縮減時，應修正一切含有驗證引用之廣告文宣。The certified client shall amend all advertising matter when the scope of certification has been reduced.
- H. 獲證組織不得以足以損害亞瑞仕或驗證制度聲譽、喪失公眾信賴之方式使用其驗證。The certified client shall not use its certification in such a manner as would bring ARES and/or the certification system into disrepute or lose public trust.

4.2 亞瑞仕的權利和義務 The right and obligation of ARES

1) 亞瑞仕的權利 The right of ARES

- A. 對驗證證書和驗證標誌擁有所有權。Has the own right for certificates and symbols.
- B. 制定管理系統驗證證書和驗證標誌的使用規則。Has the right to set up the use rules for the certificates and symbols.
- C. 通過定期的追查稽核和必要的不定期抽查（如：獲證組織出現重大的顧客抱怨、重大的產品品質事故、安全事故和/或環境污染事故等），持續驗證組織對法律法規的符合性。Has the right to monitor the conformity of certified client abiding by laws and rules via regular surveillance and necessary random inspection.(eg. The certified client occur serious customer complain, serious product quality accident, security accident or environmental pollute accident).
- D. 對誤用或錯用驗證證書和驗證標誌有權採取必要的措施予以矯正，直至終止驗證和採取其他法律手段。Has the right to take action for misuse certificates and symbols to correct, till terminate the certification and take other law tools.

2) 亞瑞仕的義務 The obligation of ARES

- A. 對所頒發的驗證證書在驗證範圍內的管理系統對特定標準或其他引用文件的符合性

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負責。ARES should be responsible for the conformity of the specific standard or other quoted standard that within the certification scope.

- B. 按規定公開發佈獲證組織名錄，包括獲證客戶名稱、相關的規範性文件、驗證範圍、地理位置或多場區驗證範圍內之總部及任何場區之地理位置、證書狀態、獲證日期、證書編號等；屬 IAS 認證範圍之管理系統驗證，並應依 IAS 規定將獲證資訊登錄於 IAF CertSearch 資料庫並維持更新。Publish the directory of certified clients, including the client name, the relevant normative document, the scope of certification, the geographical location (or, for multi-site certification, the locations of the head office and of any site within the scope), the certificate status, the date of certification and the certificate number. For management system certification within the IAS scope of accreditation, ARES shall additionally register and maintain the certification information in the IAF CertSearch database as required by IAS.
- C. 告知獲證組織驗證證書和驗證標誌可使用的範圍、地點，聲明驗證證書只能用來證明獲證組織在驗證範圍內的管理系統符合了特定的標準或其他引用文件。Inform the certified client that the certificate can be used scope, location, and make statement that the certificate just can be declared that the management system of the certified client is conform to specific standard or other normative document.
- D. 通過對獲證組織的追查和重新驗證來驗證認證範圍內的管理系統對特定標準或其他引用文件的符合性，從而確認驗證證書的持續有效性。The continued validity of the certification is confirmed through surveillance audits and re-certification of the certified organization's management system to ensure its ongoing conformity with the specified standards or other referenced documents within the scope of certification.
- E. 當驗證要求發生變更時，及時向獲證組織發出正式的通知，並充分考慮各利益方意見，商定具體行動，從而確認驗證證書的持續有效性。If any change for certification, should send official notice to certified client, and consider the suggestion of all interested parties, discuss detail action, to confirm the continuous valid of the certificate.

5 驗證證書和標誌管理 Management of Certificate and Symbol

5.1 驗證證書的資訊及管理要求 Information and management requirement for certificate

5.1.1 亞瑞仕的驗證證書是由亞瑞仕國際驗證股份有限公司頒發給受稽核方，證明其管理系統符合相應驗證標準要求的證明文件，分中文、英文兩種版本。The certificate of ARES is granted to certified organization, to prove the management system of certified organization meet the requirement of standard. The certificate has two version, Chinese version and English version.

5.1.2 管理系統驗證證書的內容 The content of the management system certificate

- 1) 證書名稱（管理系統驗證證書）。The name of the certificate(management system certificate).
- 2) 獲准驗證組織的名稱、地址。The name and address of the certified organization.
- 3) 授與、增列或更新驗證日期和（或）換發證書的日期。The granting, expanding or updating or renew certificate date.
- 4) 驗證有效期或與驗證週期一致的應進行重新驗證的日期。The validity period for the certification or the re-certification date.
- 5) 驗證註冊號。The registration number of the certification.

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- 6) 依據的管理系統標準和/或其他引用文件的編號與版次。The number and version of management system standard/other normative reference.
- 7) 管理系統驗證所覆蓋的範圍。The scope covered by the management system certification.
- 8) 驗證公司名稱、地址及聯繫電話、網站。The name, address, telephone number and website of the certification body.
- 9) 驗證標準和（或）其他規範性文件所要求的任何其他資訊。All other information required by the certification standard or other normative reference.
- 10) 驗證公司總經理的簽字。The signature of the GM of certified body.
- 11) 亞瑞仕驗證標誌及適用之認證標誌。證書所載範圍如同時包含經認證與未經認證之項目，應於證書上清楚區別；亞瑞仕不得於已取得認證之範圍內簽發未載明認證身分之驗證證書。The ARES certification mark and the applicable accreditation symbol. Where a certificate covers both accredited and non-accredited items, these shall be clearly distinguished on the certificate. ARES shall not issue non-accredited certification within a scope for which it is accredited.

5.1.3 驗證證書的簽發Issue certificate

- 1) 驗證決定人員作出驗證決定後，經總經理簽發驗證證書，給予驗證註冊。After the decision maker make certification decision, GM shall issue certificate and register the certification.
- 2) 通常對同一個組織實施同一個管理系統驗證，只賦予一個註冊號，發放一張證書，若獲證組織有兩個名稱，可在證書上註明，但不能賦予兩個註冊號，頒發兩張證書。General speaking, our company will grant one registration number, just grant one certificate if the certified organization just implement one single management system. If the certified organization has multiple name, will remark on the certificate, rather than grant two registration number and grant two certificate.
- 3) 對於多場區驗證，根據需要，可頒發同一註冊號的子證書或證書附件，並在證書附件上描述管理系統所覆蓋的全部場區的名稱、地址和驗證範圍；如頒發子證書，應表明與主證書的關係。If multiple site certification, could grant sub certificate or attachment with a same registration number. Should describe all site name, address and certification scope, if need grant sub certificate, should mark clearly the relationship with the main certificate.
- 4) 證書一般同時使用中文和英文列印，需要時也可發出與中文內容一致的其他文種的證書。Our company will grant you Chinese and English version certificate, if other language needed, we will grant you the other language certificate with the same content.
- 5) 驗證證書生效日不得在驗證決定日期之前。The effect date of the certificate shouldn't be prior to the certification decision date.

5.1.4 驗證證書的更換Change for the certificate

在驗證證書有效期內，發生下列情況之一，獲證組織可向公司提出換證申請。Within the validity period, if follow status occur, certificated organization could apply for change

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certificate.

- 1) 證書持有者變更。The owner of the certificate changed.
- 2) 增列或減列驗證範圍。Expanding or reducing certification scope.
- 3) 組織所在地變更。The address of the certified organization changed.
- 4) 驗證依據的標準改變或換版。The certification standard changed or new version updated.

上述變更情況之換證，宜於正常追查稽核前提出，並於追查稽核中同步確認變更；換發之證書維持原註冊號，僅更新發證日期、有效期限及變更內容。驗證證書有效期滿並經重新驗證稽核確認保持註冊資格者，以書面通知並換發證書，仍維持原註冊號。Applications for the above changes should be submitted before the scheduled surveillance audit and confirmed during that audit. The re-issued certificate retains the original registration number; only the issue date, validity period and the changed content are updated. Upon expiry of the certificate, where recertification confirms that registration is maintained, ARES notifies the client in writing and re-issues the certificate under the same registration number.

5.1.5 補發驗證證書 Certificate supplement

當獲證組織驗證證書遺失或損毀時，應向公司提出書面申請，說明理由，經公司總經理核定後補發驗證證書。When the certified organization lost or damaged their certificate. They should submit the written application to the company and explain the reasons, we can supplement a certificate after got approval from our general manager.

5.1.6 驗證暫時終止、終止的通報。Notice certificate terminate use or temporary terminate use.

驗證證書的暫時終止及終止、對到期未申請重新驗證以及其他變更資訊由管理部市場營運處在公司網站上公佈。Our ~~management department~~ Marketing Operations Division shall make written notice on our website if the certificate of the certified organization need to be terminate using or temporary terminate using.

5.1.7 獲證組織使用驗證證書的要求 Requirement for the use of the certificate

- 1) 管理系統驗證證書只能由獲證組織在證書有效期內和獲准驗證範圍內使用，不准以任何方式轉讓、出售或借用、冒用。Management system certificate should be used within validity date and approved scope, can't transfer, sell, borrow or falsely use in any way.
- 2) 獲得公司驗證的組織可以在其公開出版物、宣傳品、網頁等載體上展示驗證證書，但應保證其清晰可辨。Certified organization could show their certificate in its publications, advertising materials, website, but ensure that is clear.
- 3) 除方案另有規定者外，驗證證書有效期為三年，在有效期內，經公司追查稽核已確認保持註冊資格後，獲證組織方可繼續使用管理系統驗證證書。The validity period of the certificate is three year. After our company complete the surveillance audit within the validity period, confirm the qualification, certified organization shall continuously use the certificate.
- 4) 因不符合驗證要求而被暫時終止或終止驗證資格時，獲證組織應立即停止使用驗證證書、驗證標誌及認證標誌，並依亞瑞仕之指示停止使用一切含有驗證引用之廣告文宣；驗證範圍縮減時，應修正一切含有驗證引用之廣告文宣。終止驗證資格時，應將驗證證書交回亞瑞仕。Where certification is suspended or withdrawn for failure to meet certification

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requirements, the certified client shall immediately cease using the certificate, the certification mark and the accreditation symbol, and shall discontinue the use of all advertising matter containing a reference to certification as directed by ARES. Where the scope of certification is reduced, the client shall amend all such advertising matter. Upon withdrawal, the certificate shall be returned to ARES.

5.2 驗證標誌、認證標誌的資訊和管理 Management for the ARES symbols, accreditation symbols.

5.2.1 亞瑞仕驗證標誌 ARES certificate symbol

5.2.1.1 驗證標誌係表明獲證組織之某一管理系統經依亞瑞仕驗證程序實施驗證後，符合適用之管理系統標準及相關技術規範要求之專屬標誌。驗證標誌適用於驗證證書，並供獲證組織於其驗證範圍內宣傳使用。The ARES certification mark indicates that the management system of a certified client has been certified, in accordance with ARES certification procedures, as conforming to the applicable management system standard and related technical requirements. The certification mark is used on certificates and may be used by certified clients for promotion within their scope of certification.

5.2.2 認證標誌 Accreditation Symbols



5.2.2.1 認證標誌係亞瑞仕通過認證機構認證後所取得、載有認證號碼之標誌。亞瑞仕於證書、宣傳品、廣告及電子媒體使用認證標誌時，應分別遵循下列規定並予管制及記錄，各認證機構得隨時查核：TAF「驗證機構認證證書及認證標誌使用規定」(TAF-AA-C05)、「認證標誌製作說明」(TAF-AR-11)；UKAS「The National Accreditation Logo and Symbols」(2024年2月版)及GEN 6；IAS「Policy on the Use of the ILAC/IAF/IAS Combined Marks」(IAS/ADM/084)；ANAB「Policy on Use of ANAB Accreditation Symbols and Claims of Accreditation Status」(PR 1018)。An accreditation symbol is a symbol bearing an accreditation number, issued to ARES upon accreditation. When using accreditation symbols on certificates, publicity material, advertisements and electronic media, ARES shall comply with, control and record its use in accordance with the rules of each accreditation body listed above, which may verify such use at any time.

5.2.2.2 下列為亞瑞仕使用UKAS標誌之原則

- 1) 只有 UKAS 可以在文具，工作報價，報告和證書，網站和小冊子以及與 UKAS 認證活動相關的其他項目中使用 UKAS 標誌(下面不帶有 9846 的編號)。Only UKAS may use the UKAS accreditation symbols (without the number 9846 below) on stationery, quotations for work, reports and certificates, websites and brochures, and other items relevant to UKAS' accreditation activities.
- 2) 只有亞瑞仕可以在文具，工作報價，報告和證書，網站和小冊子以及與認證組織的認證

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活動相關的其他項目中使用 UKAS 標誌(如 5.2.2 所述)。Only ARES may use the UKAS accreditation symbols (as referenced in 5.2.2) on stationery, quotations for work, reports and certificates, websites and brochures, and other items relevant to UKAS' accreditation activities.

- 3) 證書持有人可以根據本規則關於文具和宣傳材料或與其證書相關的其他項目的要求，使用 UKAS 標誌應始終與 ARES 標誌一起使用。Certificate holders may use the UKAS symbols in accordance with the requirements of this procedure regarding stationery, promotional materials, or other items related to their certificate. The UKAS symbols must always be used in conjunction with the ARES symbols.
- 4) 使用方式不得表示英國國務大臣或 UKAS 已對任何產品、任何由被許可人所提供之符號或任何具有誤導性服務，進行認證或批准。The manner of use shall not indicate that the Minister of state (United Kingdom) or UKAS has certified or approved any product, any symbol provided by the licensee, or any misleading service.
- 5) 標誌不得以任何可能誤導讀者有關認可組織地位的方式使用。The accreditation symbols shall not be used in any way that might mislead the reader about the status of an accredited organization.
- 6) 任何可能違反 UKAS 之「ACCREDITATION LOGO&SYMBOLS」的使用均應提交給 UKAS。Any use of the accreditation logo or symbols that might contravene the conditions laid down in “ACCREDITATION LOGO&SYMBOLS” shall be referred to UKAS.
- 7) 標誌的使用不得暗示 UKAS 對在認可和/或認證範圍內開展的活動承擔責任。The use of the accreditation symbols shall not imply that UKAS accepts responsibility for activities carried out within the scope of accreditation and/or certification.
- 8) 亞瑞仕有責任盡量降低客戶/讀者被誤導其 UKAS 認證程度和限制的風險，無論是與工作報價，正在進行的工作，報告的結果，使用分包商或用於廣告活動或服務的任何宣傳材料（例如網站和小冊子）。It is the responsibility of ARES to minimise the risk of a client/reader being misled as to the extent and limitations of its UKAS accreditation, whether it be in relation to quotations for work, work being undertaken, results being reported, the use of sub-contractors or in any publicity material (e.g. websites and brochures) used for advertising activities or services.
- 9) 經亞瑞仕頒發的報告和證書包含認證活動和未經認證和/或分包活動的結果和結果，應易於區分組織認證所涵蓋的活動和非認證的活動。Reports and certificates issued by ARES that contain results and outcomes from accredited activities and non-accredited and/or subcontracted activities shall readily distinguish the activities that are covered by the organization's accreditation and those that are not.
- 10) 所有含有標誌的工作報價應清楚地表明那些未經 UKAS 認證的活動。All quotations for work that contain an accreditation symbols shall clearly indicate those activities that are not UKAS accredited.
- 11) 亞瑞仕的客戶僅可使用認證標誌(如 5.2.2 所述)，且該標誌須與證書上標誌一致。ARES' clients may only use the accreditation symbols (as referenced in 5.2.2), and the

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symbols must be consistent with those shown on the certificate.

- 12) 亞瑞仕有權在涉及被認證服務的宣傳材料中加入適當的國家認可標誌，前提是滿足「ACCREDITATION LOGO&SYMBOLS」中包含的與其複製相關的條件。ARES are entitled to incorporate the appropriate accreditation symbols in publicity material that refers to accredited services, provided that the conditions relating to their reproduction contained in “ACCREDITATION LOGO&SYMBOLS” are met.
- 13) 「宣傳材料」一詞不得包括貼在商品或產品上或以其他方式出現在商品或產品上的通知，標籤，文件或書面公告，除非該商品或產品是根據認可的產品符合性計劃製造的。此限制也適用於初級（例如：泡罩包裝）包裝和促銷產品。For the purposes of these conditions the term ‘publicity material’ shall not include notices, labels, documents or written announcements affixed to or otherwise appearing on goods or products unless the goods or products have been manufactured under an accredited product conformity scheme. This restriction shall also apply to primary (e.g. blister packs) packaging and promotional products.
- 14) 「宣傳材料」和「廣告」這些術語不應包括附在或以其他方式出現在亞瑞仕或其獲證組織之車輛或旗幟上的通知、標籤、文件或書面公告。這些限制可以擴展到英國國務大臣可能不時確定的其他項目，貨物或產品。For the purposes of these conditions the terms “publicity material” and “advertisements” shall not include notices, labels, documents or written announcements affixed to or otherwise appearing on the vehicles or flags of ARES. These restrictions may be extended to other items, goods or products as the Secretary of State may determine from time to time.
- 15) 不得在建築物和旗幟上展示。Accreditation symbols shall not be displayed on buildings and flags.
- 16) ARES 可在內牆和門上以及展台上展示。ARES may display their accreditation symbols on internal walls and doors, and on exhibition stands.
- 17) 認證標誌應與亞瑞仕之認證號碼併用，號碼置於標誌正下方置中。The accreditation symbol shall be used only in conjunction with the relevant accreditation number, printed centrally beneath the symbol.
- 18) 於文具上使用時，應同時顯示使用機構之名稱或標誌，認證標誌不得較其醒目，且每一項認證於同一文件上至多出現一次。The accreditation symbol may be displayed on stationery only if the title or logo of the accredited organisation is also shown, with no more prominence than that title or logo, and not more than once for each relevant accreditation.
- 19) 認證標誌之高度(不含認證號碼)原則上不得小於 20mm；因版面或成本限制而縮小者，仍應清晰可辨且不得產生填色糊塊。於 A4 以內之未摺疊文具上，高度不得大於 30mm。The accreditation symbol shall normally have a minimum height (excluding the accreditation number) of 20mm; where reduced for reasons of space or cost, it shall remain legible with no infilling. On unfolded stationery no larger than A4, it shall be displayed no larger than 30mm high.

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- 20) 認證標誌應以認證機構提供之母版電子檔複製，不得自行重繪、變形、壓縮、拉伸或改變比例，放大或縮小應維持原比例。All reproductions shall be based on the master electronic files provided by the accreditation body. Redrawn approximations shall not be used, and the symbol shall not be distorted, compressed or stretched; any enlargement or reduction shall retain the original proportions.
- 21) 以文字取代標誌引用認證身分時，應使用固定用語「a UKAS accredited certification body No. 9846」，不得變更；亞瑞仕並應盡合理努力確使其客戶於引用時採用相同用語。Where reference is made to accreditation instead of using the symbol, the phrase "a UKAS accredited certification body No. 9846" shall be used without variation, and ARES shall take all reasonable steps to ensure that this wording is used by any customer referring to its accredited status.
- 22) 獲證組織使用 UKAS 標誌時，該標誌須與亞瑞仕驗證標誌併用並共同置於方框內，且含亞瑞仕之認證號碼；獲證組織亦得僅使用亞瑞仕驗證標誌而不使用認證標誌。Where used by holders of accredited certificates, the UKAS symbol shall always be used in conjunction with the ARES certification mark, enclosed in a box and including the ARES accreditation number. Certificate holders may alternatively use the ARES certification mark alone, without the accreditation symbol.
- 23) 認證標誌不得展示於任何車輛，亦不得展示於建築物及旗幟；亞瑞仕及其獲證組織僅得於內牆、門及展示攤位展示認證標誌。Accreditation symbols shall not be displayed on any vehicle, nor on buildings or flags. ARES and its certified clients may display accreditation symbols only on internal walls and doors and on exhibition stands.
- 24) 亞瑞仕應採取一切合理措施，確保其獲證組織遵守本節所列各項條件，並於追查稽核時查核之。ARES shall take all reasonable steps to ensure that its certified clients comply with the conditions set out in this section, and shall audit such use during surveillance audits.

5.2.2.3 下列為亞瑞仕使用 IAS 認證標誌及 IAF/IAS 組合標記之原則

- 1) 亞瑞仕使用 IAF/IAS 組合標記前，應向 IAS 提出申請、簽署授權合約(IAS/ADM/038B)，並提送擬使用該標記之各類文件樣張經 IAS 審查同意後，方得使用。Before using the IAF/IAS combined MLA mark, ARES shall submit a request to IAS, sign the licence agreement (IAS/ADM/038B) and submit samples of each type of document on which the mark is to be used for IAS review and approval.
- 2) 亞瑞仕不得單獨使用 IAF MLA 標記，亦不得使用 IAF 標章；IAF MLA 標記僅得與 IAS 認證標誌組合使用。ARES shall not use the IAF MLA Mark in isolation from the IAS accreditation symbol, and shall not use the IAF logo.
- 3) 組合標記僅得用於 IAS 認證且屬 IAF MLA 主範圍或次範圍之活動；用於證書時，該證書之範圍須包含 IAF MLA 次範圍。The combined mark may be used only in association with activities for which ARES is accredited by IAS and which fall within the IAS IAF MLA scopes; on certificates, the scope shall include an IAF MLA sub-scope.
- 4) 亞瑞仕不得允許其客戶使用 IAF/IAS 組合標記。ARES shall not allow its customers to use the combined mark.

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- 5) 使用組合標記時，應於 IAS 標誌下方標示亞瑞仕之 IAS 認證號碼。ARES shall indicate its IAS accreditation number beneath the IAS symbol.
- 6) 獲證組織非經 IAS 書面授權並由亞瑞仕提供核准圖檔者，不得使用 IAS 認證標誌。Certified clients shall not use the IAS accreditation symbol unless authorised in writing by IAS and provided with the approved artwork by ARES.

5.2.2.4 下列為亞瑞仕使用TAF認證標誌之原則

- 1) 亞瑞仕僅得於有效認證週期及認證範圍內，於文件、證書、報告、宣傳品及廣告使用 TAF 認證標誌；使用時應連同認證範圍及認證號碼一併使用，不得單獨使用。ARES may use the TAF accreditation symbol only within the valid accreditation cycle and scope, together with the accreditation scope and number; it shall not be used alone.
- 2) 非 TAF 認證範圍之結果不得使用 TAF 認證標誌；同一證書或報告如同時包含認證與非認證內容，應清楚且明確區別，不得使人誤解認證範圍及意義。The TAF accreditation symbol shall not be used for results outside the TAF scope of accreditation; where a certificate or report contains both accredited and non-accredited content, these shall be clearly distinguished.
- 3) 亞瑞仕之獲證組織不得使用 TAF 認證標誌及 TAF 標章。Certified clients of ARES shall not use the TAF accreditation symbol or the TAF logo.
- 4) 亞瑞仕之獲證組織不得使用 IAF MLA 標記或任何含 IAF MLA 標記之組合標記。Certified clients of ARES shall not use the IAF MLA Mark or any combined mark containing it.
- 5) 亞瑞仕之認證標誌不得以任何方式直接或間接移轉或授權第三人使用。The accreditation symbol shall not be transferred or sub-licensed to any third party, directly or indirectly, in any manner.
- 6) 亞瑞仕應明訂並管理獲證組織：不得將認證標誌或驗證標誌用於產品或產品包裝，不得以任何方式暗示其產品、服務或系統係經 TAF 直接認證或已取得 TAF 認證，且於宣傳或廣告時不得混淆「認證」與「驗證」。ARES shall require and control that its certified clients do not apply the accreditation or certification mark to products or product packaging, do not imply that their products, services or systems are directly accredited by TAF, and do not confuse "accreditation" with "certification" in publicity or advertising.

5.2.2.5 下列為亞瑞仕及其獲證組織使用ANAB認證標誌之原則

- 1) 獲證組織僅得使用亞瑞仕所提供之核准 ANAB 認證標誌，不得自其他文件或來源複製、擷取。An organization certified by ARES shall use only the approved accreditation symbol provided by ARES, and shall not copy it from other documents or sources.
- 2) ANAB 認證標誌僅得與亞瑞仕驗證標誌併用於獲證組織之文具、文宣及行銷資料，不得單獨使用。The ANAB accreditation symbol shall be used only in conjunction with the ARES certification mark on the client's stationery, literature and marketing material, and shall not be used alone.
- 3) ANAB 認證標誌之尺寸不得大於亞瑞仕驗證標誌。The size of the ANAB accreditation symbol shall not exceed the size of the ARES certification mark.

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- 4) ANAB 認證標誌應複製自 ANAB 提供之原始圖檔，並置於不影響辨識之背景上。The ANAB accreditation symbol shall be based on the original artwork provided by ANAB and reproduced on a background that will not impede readability.
- 5) 標誌僅得用於亞瑞仕經 ANAB 認證之範圍；範圍外之活動不得使用，亦不得以任何方式暗示其屬經認證之活動。The symbol may be used only for activities within the ARES scope of ANAB accreditation, and shall not imply accreditation for any unaccredited activity.
- 6) 亞瑞仕之 ANAB 認證經暫停、縮減或撤銷時，受影響之獲證組織應立即停止使用 ANAB 認證標誌及一切認證身分之引用。Where the ARES ANAB accreditation is suspended, reduced or withdrawn, affected certified clients shall immediately cease use of the ANAB accreditation symbol and all references to accredited status for the affected services.
- 7) ANAB PR 1018 附錄 2「Conditions for Use of the ANAB Name and Accreditation Symbol」所列使用條件，亞瑞仕於簽訂驗證合約時一併提供獲證組織，獲證組織應一併遵守。The conditions set out in Annex 2 of ANAB PR 1018, "Conditions for Use of the ANAB Name and Accreditation Symbol", are provided to certified clients by ARES upon signature of the certification agreement, and shall also be complied with.

5.2.2.6 亞瑞仕認證狀態變更時之處理 Actions upon change of ARES accreditation status

- 1) 亞瑞仕之任一認證經暫停時，應立即停止簽發載有該認證標誌之證書、報告及工作報價，並自網站及行銷資料移除該認證標誌。Upon suspension of an accreditation, ARES shall immediately cease to issue certificates, reports and quotations displaying that accreditation symbol, and shall remove the symbol from its website and associated marketing materials.
- 2) 認證經撤銷或亞瑞仕自願放棄時，應立即停止散布所有載有該認證標誌之物品，並自網站及所有文件移除該認證標誌；停止期限依各認證機構之規定辦理。Upon withdrawal or resignation of an accreditation, ARES shall immediately cease distribution of all items displaying that accreditation symbol and remove it from its website and documents, within the timescales agreed with the accreditation body.
- 3) 發生前二款情形時，亞瑞仕應於十個工作日內以書面通知受影響之獲證組織，要求其於指定期限內停止使用該認證標誌、修正或回收既有文宣，並回覆完成情形。In such cases ARES shall notify the affected certified clients in writing within ten working days, requiring them to cease use of the accreditation symbol and to amend or withdraw existing publicity material within a specified period, and to confirm completion.

5.2.3 獲證組織驗證標誌、認證標誌使用規則 The requirement for certified organization to use our ARES symbols, accreditation symbols.

- 1) 亞瑞仕所取得之認證標誌及互認標誌，必須與亞瑞仕驗證標誌合併使用，不可單獨使用；認證標誌之尺寸不得大於亞瑞仕驗證標誌，亦不得較其醒目。The accreditation symbols and mutual recognition marks held by ARES shall be used only in conjunction with the ARES certification mark and shall never be used alone. The accreditation symbol shall not exceed the size of, nor be more prominent than, the ARES certification mark.

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- 2) 驗證標誌和認證標誌必須印在清晰的背景下，包括所有的邊界線使用鮮明的色彩印刷。
The certification symbols and accreditation symbols must be printed with clear background, including all border lines should be printed with strong colours.
- 3) 互認標誌、亞瑞仕所取得之認證標誌及亞瑞仕驗證標誌，僅允許使用與亞瑞仕所提供色調一致之彩色版本或黑白版本(電子圖檔由亞瑞仕提供)。使用時得依亞瑞仕提供之圖樣按原比例放大或縮小，任何尺寸均須清晰可辨，不得變形、裁切、填色或改變顏色，標誌下方之認證號碼必須清晰可識別。The mutual recognition marks, the accreditation symbols held by ARES and the ARES certification mark may be reproduced only in the colours provided by ARES or in black and white, using the electronic artwork supplied by ARES. They may be enlarged or reduced in the original proportions; at any size they shall remain legible and shall not be distorted, cropped, infilled or altered in colour. The accreditation number beneath the symbol shall remain clearly legible.
- 4) 獲證組織一律不得使用 IAF MLA 標記，或任何含 IAF MLA 標記之組合標記；該標記之使用權限僅屬亞瑞仕，且不得以任何方式移轉或再授權。Certified clients shall not, under any circumstances, use the IAF MLA Mark or any combined mark containing it. The right to use that mark rests solely with ARES and shall not be transferred or sub-licensed in any manner.
- 5) 針對 IECQ HSPM 專案，QC080000 驗證的客戶，需在組織任命的 IECQ 管代 DMR 負責下，遵守 IECQ 規則 (IECQ 01A)，合理使用 IECQ 標誌。使用 IECQ 標誌時，需與證書編號一起使用，包含如下資訊:For IECO HSPM project, the client which passed the QC080000 management system certification, should reasonably use the IECQ symbols according to IECQ rules(IECQ 01A) and also under the lead of their DMR.IECQ logo should be used together with the number of the certificate. Follow information should be included:
 - A. 頒發證書的驗證機構 The certification body which granted the certificate.
 - B. 獲證組織的註冊批准號 The approval registration number of the certified organization.
 - C. 檢驗的批號 The batch number of the certification.
- 6) 獲證組織於宣傳或廣告使用「認證」、「驗證」時，不可混淆。例如:
A certified organization can not be confused when advertising or advertising uses "accreditation" or "certification" for example:
 - A. 本廠通過財團法人全國認證基金會認證之亞瑞仕國際驗證股份有限公司 ISO XXXXX 驗證。The factory through Taiwan Accreditation Foundation of ARES INTERNATIONAL CERTIFICATION CO., LTD. ISO XXXXX certification.
 - B. 本廠通過 TAF 認證之亞瑞仕國際驗證股份有限公司 ISO XXXX 驗證。The factory through the TAF of the ARES INTERNATIONAL CERTIFICATION CO., LTD. ISO XXXX certification.
 - C. 本廠通過 ISO XXXXX 驗證，驗證機構:亞瑞仕國際驗證股份有限公司。The factory through the ISO XXXXX certification. Certification agencies: ARES INTERNATIONAL CERTIFICATION CO., LTD.
- 7) 驗證標誌可以用在有關文件、文具、郵政信件和出版物上，在標誌或伴隨的文字中，應明確展現所驗證的是什麼，以及是哪一家驗證機構授與驗證。此標誌不應使用於產品或產品包裝上，或以任何其他可被解釋為表示產品符合規定之方式使用。The certification

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symbols may be used in the relevant documents, stationery, postal mail and publications. The symbols or accompanying text shall clearly demonstrate what has been certified and which certification body is to be certified. This symbols shall not be used on the product or product packaging or in any other manner that may be construed as indicating that the product is in compliance with the regulations.

- 8) 標誌不得用於實驗室，檢驗機構，能力驗證提供者，標準物質生產者，驗證機構和醫療診斷服務提供者頒發的報告和證書。The symbols shall not be used on reports and certificates issued by laboratories, inspection bodies, proficiency testing providers, reference material producers, certification bodies, or medical diagnostic service providers.
- 9) 通過 ISO 22000 驗證之客戶，不允許產品包裝上使用任何聲明係客戶有通過驗證的 FSMS，包括所有產品包裝，初級包裝（內含產品）及任何外包裝或次級包裝，亦不得將驗證標誌使用於所有產品包裝，初級包裝（內含產品）及任何外包裝或次級包裝。Customers who have passed the ISO 22000 certification are not allowed to use any statement on the product packaging that the customer has a certified FSMS, including all product packaging, primary packaging (containing products) and any outer packaging or secondary packaging, and the certification symbols is not allowed on all product packaging, the primary packaging (which contains the product) and any outer or secondary packaging.
- 10) 獲證組織於網站使用驗證標誌時，應同時提供亞瑞仕獲證組織名錄之查驗連結，供第三方查驗其驗證狀態之有效性。Where the certification mark is used on a website, the certified client shall provide a link to the ARES directory of certified clients so that the validity of its certification can be independently verified.
- 11) 於車輛、旗幟、櫥窗貼紙、看板廣告及促銷贈品上，獲證組織僅得使用亞瑞仕驗證標誌，不得併用任何認證標誌。On vehicles, flags, window stickers, billboard advertisements and promotional goods, the certified client may use the ARES certification mark alone; no accreditation symbol shall be used.
- 12) 標誌電子圖檔一律由亞瑞仕指定窗口發放；獲證組織不得自證書、網頁或其他文件擷取、重繪或自行改作。標誌改版時，獲證組織應於亞瑞仕通知之期限內完成更換。Electronic artwork shall be obtained solely from the contact point designated by ARES; clients shall not extract, redraw or modify the mark from certificates, web pages or other documents. Where the mark is revised, clients shall complete the change within the period notified by ARES.
- 13) 獲證組織於驗證有效期間及其後，均不得註冊或申請註冊亞瑞仕驗證標誌或其近似標誌，亦不得主張其所有權或爭執亞瑞仕之授權權利。During the validity of the certificate and thereafter, the client shall not register or attempt to register the certification mark or any imitation thereof, assert any claim of ownership, or dispute the right of ARES to authorise its use.
- 14) 標誌之使用授權為非專屬、可撤銷、不可轉讓且不得再授權。獲證組織如發生併購、分割或名稱變更，須經亞瑞仕書面同意，方得繼續使用驗證證書及標誌。The right to use

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the mark is non-exclusive, revocable, non-transferable and non-sub-licensable. In the case of merger, demerger or change of name, the written permission of ARES is required before the certificate and mark may continue to be used.

5.2.3.1 亞瑞仕對在產品包裝上或附帶資訊中聲明獲證客戶的管理系統通過驗證有管理規則。產品包裝的判別標準是其可從產品上移除且不會導致產品分解、碎裂或損壞。附帶資訊的判別標準是其可分開獲得或易於分離。型號標籤或名牌被視為產品的一部分。聲明決不應暗示產品、過程或服務以這種方式得到了驗證。聲明應包含對下列的引用。The rules for the statement which certified organization maybe use on product out-package or in attachment. The judgment standard for the out-package is can be removed and can't cause the discomposed or broken or damaged for the product. The judgment standard for the attachment information should be easy to obtain and easy to separate. Brand and model mark is regarded as a part of the product. The statement should not hint the product, process and service is verified as conformance. The statement should include below cite:

- 1) 獲證客戶的標誌(例如品牌或名稱)The mark of the certified organization(such as brand or name).
- 2) 管理系統的類型(例如品質、環境)和適用標準 Which management system(such as quality, environment) and applicable standard.
- 3) 頒發證書的驗證機構 Which certified body granted the certificate.

說明 Illustration:

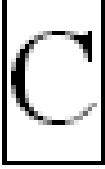
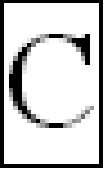
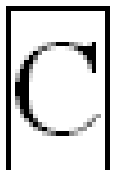
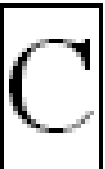
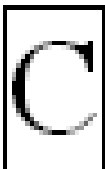
- 1) 本身是一個有形產品或在單個包裝箱、容器等的產品(具有獨立包裝的產品)。Itself is a tangible product or in a single package, container and other products (independent packaging products).
- 2) 薄紙板或其他材料等做成的外包裝(大包裝)，它到不了最終用戶手中。The package is made by thin cardboard or other materials, it will not arrive the end user.
- 3) 指對其適用性有基本描述的具體形式的標誌。在這個意義上，僅用一個詞語聲明不構成標誌。Refers to its applicability, has a basic description of the specific form of mark. In this sense, with only one word statement does not form a mark.
- 4) 是一個清楚的聲明：「(該產品)是在一個品質管制系統通過ISO9001驗證的工廠中製造的」。It is a clear statement: "This product is produced in a ISO9001 certified manufacturer".
- 5) 當允許使用驗證標誌時，要注意宣傳驗證結果時必須遵循本規則要求，不應損害驗證機構的聲譽，不做使驗證機構認為誤導或未授權的聲明。When allow use the certificate symbols, the certified organization shouldn't harm the reputation of the certification body when propaganda the certification result. Shouldn't miss lead or declare which didn't be authorized by certification body.

具體應遵循下列要求Should follow below detail requirements

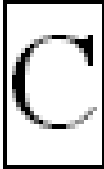
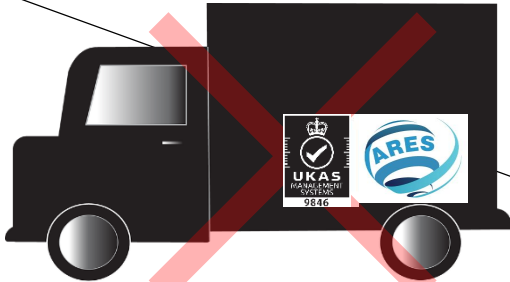
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標誌的使用 The Use of the symbol	在產品上 On the Product	在用於運輸產品的大箱子等上 On Large Boxes and Other Containers Used for Transporting Products.	在廣告的小冊子等上 Any Other Propaganda Publication	
不帶聲明 Without Statement	不允許 Don't allow	不允許 Don't allow	UKAS、ANAB 允許 UKAS and ANAB allow	IAS、TAF 不允許 IAS and TAF do not allow
帶聲明 With Statement	不允許 Don't allow	允許（僅得放置符合 5.2.3.1 之聲明，不得含任何標誌） Allowed - statement only, in accordance with 5.2.3.1; no mark may be used	UKAS、ANAB 允許 UKAS and ANAB allow	IAS、TAF 不允許 IAS and TAF do not allow
備註:聲明應包含對 5.2.3.1 所提及的引用 Note: The statement should include references to those mentioned in 5.2.3.1.				

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   	允許 Yes
  	允許 Yes
 	允許 Yes
 	不允許使用 IAF 標誌 Not allow to use IAF symbol
 	不允許使用 UKAS標誌 Not allow to use UKAS symbol

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  	不予許 Not allow
	不允許使用 UKAS標誌在公 司車 The UKAS symbol must not be displayed on company vehicles
	不允許使用在運 送包裝或產品 The symbol must not be displayed on packaging or products.
 	不予許 Not allow
  	不予許改變標誌 顏色和扭曲標誌 Do not change the color and deform the symbol

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- 5.2.4.1 各認證機構之標誌使用規範不盡相同，應分別依 5.2.2.2 至 5.2.2.5 之規定辦理，不得逕予比照。The rules of each accreditation body differ; the requirements of 5.2.2.2 to 5.2.2.5 shall be applied separately to each, and shall not be applied by analogy.
- 5.2.4.2 通過本公司驗證之客戶，依「驗證機構認證證書及認證標誌使用規定」(TAF-AA-C05)，不得使用 TAF 認證標誌及 TAF 標章，亦不得使用 IAF MLA 標記或 IAF MLA 組合標記。Clients certified by ARES shall not use the TAF accreditation symbol or the TAF logo, nor the IAF MLA Mark or the IAF MLA combined mark, in accordance with TAF-AA-C05.
- 5.2.4.3 通過本公司驗證之客戶，依 IAS 「Policy on the Use of the ILAC/IAF/IAS Combined Marks」 (IAS/ADM/084)，不得使用 IAF/IAS 組合標記；IAS 認證標誌則非經 IAS 書面授權並由亞瑞仕提供核准圖檔，不得使用。In accordance with IAS/ADM/084, clients certified by ARES shall not use the IAF/IAS combined mark. The IAS accreditation symbol shall not be used unless authorised in writing by IAS and provided with the approved artwork by ARES.
- 5.3 對獲證組織使用各類驗證證書和標誌的追查檢查 surveillance audit to certified organization on the use of certificates and marks
- 5.3.1 獲證組織應始終按規定使用驗證證書和標誌，並進行有效的控制。Certified organization use the certificates and marks appropriately and control
- 5.3.2 亞瑞仕將按雙方簽訂的驗證服務協定在追查和重新驗證稽核時，對獲證組織使用各類驗證證書和標誌的實施情況進行現場檢查。ARES will conduct on-site inspections during surveillance audit and re- certification audits to assess the certified organization's implementation of the use of various certification certificates and symbols, in accordance with the certification service agreement signed by both parties.
- 5.4 獲證組織不當或錯誤使用驗證標誌、認證標誌的處理措施。Corrective actions for the improper or incorrect use of certification symbols or accreditation symbols by certified organizations.
- 5.4.1 要求獲證組織不得進行被公司認為是誤導顧客的錯誤宣傳，一經發現不正確的宣傳和誤導使用驗證證明和標誌，公司將採取下列追蹤措施直至終止驗證資格，包括採取法律手段:Request the certified organization don't mislead or false propaganda to their customer. Our company will take follow measures, to handle the case once we find the mislead or false use certification symbols, include legal means:
- 1) 開出不合格報告，要求獲證組織採取矯正措施限期改正，公司予以現場驗證。Issue NCR, request the certified organization take action to correct within required period, our company shall confirm it on-site.
 - 2) 獲證組織不能按期完成矯正，公司視其為侵權行為，暫時終止其驗證資格，並要求獲證組織作出消除影響的承諾和保證。If the certified organization can't correct within required period, our company will regard this behavior as a tort, we will terminate their certification qualification, and request the certified organization give a written commitment and warranty for the eliminate the influence.
 - 3) 當問題嚴重時，公司將終止其驗證資格，並採取適當的法律手段。When serious problems occur, our company will terminate its qualification of certification, and take appropriate legal action.
 - 4) 獲證組織首次使用驗證標誌前，應先將標誌使用方案提交亞瑞仕備查；使用期間並應接

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受亞瑞仕稽核小組就驗證證書及標誌使用符合性所為之現場檢查，經查有不符合者，應依要求限期矯正。Before first using the certification mark, the certified client shall submit its intended use to ARES for record. The client shall accept on-site verification by the ARES audit team of the conformity of its use of the certificate and marks, and shall take corrective action within the required period where nonconformity is found.

5.4.2 驗證證書和標誌暫停使用和恢復 Suspending or restore use for the certificate and its mark.

- 1) 當獲證組織被公司暫時終止及終止驗證註冊資格時，書面通知其暫停其證書和標誌的使用。If the certified organization has been terminated their registration qualification .Our company will send written notice to the certified organization to terminate use or temporary terminate use the certificate and its mark.
- 2) 當獲證組織被公司獲准恢復其驗證資格時，由市場營運處書面通知其可以恢復使用驗證證書和標誌。If we restore the qualification of the certified organization, our Marketing Operations Division will send written notice to the certified organization to re-use their certificate and its mark.

5.4.3 當獲證組織之驗證資格被暫時終止或終止後，應立即停止使用驗證證書、驗證標誌及認證標誌，並依亞瑞仕指示停止使用一切含有驗證引用之廣告文宣、修正或回收既有文宣，並於期限內回覆完成情形；驗證範圍縮減時，應修正一切含有驗證引用之廣告文宣。Upon suspension or withdrawal of certification, the certified client shall immediately cease using the certificate, the certification mark and the accreditation symbol, shall discontinue the use of all advertising matter containing a reference to certification as directed by ARES, shall amend or withdraw existing publicity material, and shall confirm completion within the specified period. Where the scope of certification is reduced, all such advertising matter shall be amended.

5.4.4 當任何團體（或個人）提出請求時，本驗證機構將由市場營運處提供確認已授與驗證之有效性的方法。When any party or personnel require, our Marketing Operations Division will confirm the effective of the certification.

5.4.5 標誌授權之性質 Nature of the licence

- 1) 本規則構成亞瑞仕與獲證組織間驗證服務合約之一部分，獲證組織簽署驗證合約即視為同意遵守本規則。This document forms an integral part of the certification service agreement; by signing that agreement the certified client agrees to comply with this document.
- 2) 驗證證書、驗證標誌及認證標誌之一切權利屬亞瑞仕或各該認證機構所有；本規則所授予者為非專屬、可撤銷、不可轉讓且不得再授權之使用權。All rights in the certificate, the certification mark and the accreditation symbols vest in ARES or in the respective accreditation bodies. This document grants only a non-exclusive, revocable, non-transferable and non-sub-licensable right of use.
- 3) 驗證終止、撤銷或獲證組織自願放棄時，使用權即行消滅；獲證組織應停止散布並回收所有載有驗證標誌或認證標誌之文具、文宣、廣告(含網頁)、包裝及標示。Upon termination, withdrawal or voluntary relinquishment of certification, the right of use ceases; the client shall cease distribution of, and withdraw, all stationery, literature, advertisements (including web pages), packaging and labelling bearing the certification mark or accreditation symbol.
- 4) 亞瑞仕得因認證機構規定變更或業務需要修訂本規則，並以書面通知獲證組織；獲證組織有義務依修訂後之規定調整其使用方式。ARES may revise this document in response to changes in accreditation body requirements or business needs, and shall notify certified clients in writing; clients are obliged to implement the revised requirements.

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6 確證與查證聲明之引用及標章使用 Reference to Validation/Verification Statements and Use of Marks

- 6.1 適用範圍 Scope：本章適用於亞瑞仕依 ISO/IEC 17029、ISO 14065 及各確證/查證方案所執行之確證與查證活動，以及客戶對確證/查證意見、聲明與報告之引用。This chapter applies to validation and verification activities performed by ARES under ISO/IEC 17029, ISO 14065 and the applicable validation/verification programmes, and to the client's use of validation/verification opinions, statements and reports.
- 6.2 客戶不得以可能誤導預期使用者或損害亞瑞仕聲譽之方式，使用其聲明、確證/查證意見、報告、標記、標章或標籤。The client shall not use its statement, the validation/verification opinion, reports, marks, symbols or labels in a manner that may mislead intended users or bring ARES into disrepute.
- 6.3 客戶公開其確證/查證意見或報告時，應完整傳達，不得摘錄、斷章取義或僅引用有利部分。引用經確證或查證之數據及資訊時，應同時載明主張之邊界、適用準則、保證等級及所涵蓋期間。Where the client publishes the validation/verification opinion or report, it shall be communicated in full and shall not be excerpted, quoted out of context or selectively cited. When citing validated or verified data and information, the client shall also state the boundary of the claim, the criteria applied, the level of assurance and the period covered.
- 6.4 確證/查證意見不表示產品、過程或服務之符合性。客戶不得將確證/查證標章或亞瑞仕標誌用於產品或產品包裝，亦不得以任何方式暗示其產品經亞瑞仕確證或查證。A validation/verification opinion does not attest to the conformity of a product, process or service. The client shall not apply any validation/verification mark or the ARES mark to products or product packaging, nor imply in any manner that a product has been validated or verified by ARES.
- 6.5 客戶一律不得使用 TAF 確證與查證認證標誌、IAF MLA 標記，或任何含前述標誌之組合標記。Clients shall not, under any circumstances, use the TAF accreditation symbol for validation/verification, the IAF MLA Mark, or any combined mark containing them.
- 6.6 確證/查證意見經撤銷、失效，或亞瑞仕相關認證經暫停、縮減、撤銷時，客戶應立即停止一切引用，並依亞瑞仕指示修正或撤除既有文宣。Where the opinion is withdrawn or expires, or where the relevant ARES accreditation is suspended, reduced or withdrawn, the client shall immediately cease all references and shall amend or remove existing publicity material as directed by ARES.
- 6.7 亞瑞仕於後續查證或監督活動時，應查核客戶對意見、報告及標章之引用情形；發現不當引用者，依 5.4 之規定處理。ARES shall verify the client's use of opinions, reports and marks during subsequent verification or monitoring activities; improper use shall be handled in accordance with clause 5.4.

7 參考文件 Reference Documents：

- 7.1 ISO/IEC 17021-1:2015 第 8.2、8.3 節；
- 7.2 ISO/IEC 17029:2019 第 10.2、10.3 節；
- 7.3 ISO 14065:2020 第 10.3 節；
- 7.4 ISO/IEC 17030；UKAS「The National Accreditation Logo and Symbols: Conditions for use by UKAS and UKAS accredited organisations」(2024 年 2 月)、UKAS GEN 6；

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- 7.5 IAS/ADM/084 「Policy on the Use of the ILAC/IAF/IAS Combined Marks」；
- 7.6 TAF-AA-C05、TAF-AR-10、TAF-AR-11；
- 7.7 ANAB PR 1018 「Policy on Use of ANAB Accreditation Symbols and Claims of Accreditation Status」及其附錄 2。

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附件1 Annex 1

獲證組織證書與標誌使用須知 Guidance for Certified Clients on the Use of Certificates and Marks

說明：

本附件係自本規則各章彙整適用於獲證組織之要求，供閱讀與遵循之便，不另賦予文件編號及版次，隨本規則同步改版。各項末括號所列為本規則之對應條號；本附件內容如與本文條文不一致時，一律以本文為準。Note: This annex consolidates the requirements applicable to certified clients for ease of reference. It bears no separate document number or version and is revised together with this document. The clause numbers of this document are given in brackets. In case of any inconsistency, the main text prevails.

1. 驗證證書 Certificate

- 1.1 證書僅得於有效期內及獲准驗證範圍內使用，不得以任何方式轉讓、出售、借用或冒用。The certificate may be used only within its validity period and approved scope, and shall not be transferred, sold, lent or falsely used. (5.1.7)
- 1.2 得於公開出版物、宣傳品及網頁展示證書，並應保持清晰可辨。The certificate may be displayed in publications, publicity material and on websites, provided it remains legible. (5.1.7)
- 1.3 除方案另有規定者外，證書有效期為三年；有效期內須經追查稽核確認維持註冊資格，方得繼續使用。Unless otherwise specified by the programme, the certificate is valid for three years; continued use requires confirmation of registration at surveillance audits. (5.1.7)
- 1.4 管理系統、組織架構、地址、名稱或其他可能影響符合性之變更，應及時通報亞瑞仕；未通報者視為誤用證書。Changes to the management system, organization, address, name or anything affecting conformity shall be reported to ARES in good time; failure to report is treated as misuse of the certificate. (4.1)
- 1.5 重大顧客抱怨、產品品質事故、安全事故、環境污染事故或食品安全事故，應及時通報亞瑞仕。Serious customer complaints, product quality, safety, environmental or food safety incidents shall be reported to ARES in good time. (4.1)

2. 您可以使用哪些標誌 Which Marks You May Use

標誌 Mark	可否使用 Permitted	條件與依據 Conditions / clause
亞瑞仕驗證標誌 ARES certification mark	可 Yes	限驗證範圍內使用，並符合本附件三、之規定。Within the scope of certification, subject to section 3. (5.2.3)
UKAS 認證標誌 UKAS symbol	可 Yes	須與亞瑞仕驗證標誌併用並共同置於方框內，且含亞瑞仕認證號碼；亦得僅用亞瑞仕標誌。Always with the ARES mark, enclosed in a box, including the ARES accreditation number. (5.2.2.2)
ANAB 認證標誌 ANAB symbol	可 Yes	僅得使用亞瑞仕提供之核准圖檔，與亞瑞仕標誌併用，尺寸不得大於亞瑞仕標誌。Only the approved artwork provided by ARES, used with the ARES mark, not larger than it. (5.2.2.5)
TAF 認證標誌及標章 TAF symbol / logo	不可 No	一律不得使用。Not permitted under any circumstances. (5.2.4.2)
IAS 認證標誌 IAS	不可 No	一律不得使用。Not permitted under any circumstances. (5.2.3, 5.2.4.2)

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symbol		
IAF MLA 標記及組合標記 IAF MLA / combined mark	不可 No	一律不得使用。Not permitted under any circumstances. (5.2.3, 5.2.4.2)

3. 標誌的組合、尺寸與圖檔 Combination, Size and Artwork

- 3.1 認證標誌不得單獨使用，必須與亞瑞仕驗證標誌併用；其尺寸不得大於亞瑞仕驗證標誌，亦不得較其醒目。Accreditation symbols shall never be used alone; they shall accompany the ARES certification mark and shall not exceed or overshadow it. (5.2.3)
- 3.2 應使用亞瑞仕指定窗口所提供之電子圖檔，不得自證書、網頁或其他文件擷取、重繪或自行改作。Artwork shall be obtained from the contact point designated by ARES; it shall not be extracted, redrawn or modified from certificates, web pages or other documents. (5.2.3)
- 3.3 不得變形、壓縮、拉伸、裁切、填色或改變顏色；放大縮小應維持原比例，標誌下方之認證號碼須清晰可識別。No distortion, compression, stretching, cropping, infilling or colour change; proportions shall be retained and the accreditation number shall remain legible. (5.2.3)
- 3.4 標誌須印於清晰背景，邊界線以鮮明色彩印刷。The marks shall be reproduced on a clear background with distinct border lines. (5.2.3)
- 3.5 標誌改版時，應於亞瑞仕通知之期限內完成更換。Where the mark is revised, the change shall be completed within the period notified by ARES. (5.2.3)

4. 可以用在哪裡、不可以用在哪裡 Where the Marks May and May Not Be Used

載體 Medium	亞瑞仕驗證標誌 ARES mark	認證標誌 Accreditation symbol	說明 Remarks
文具、名片、報價、宣傳品、網頁 Stationery, business cards, quotations, publicity, websites	可 Yes	可 Yes	依二、之規定 Subject to section 2 (5.2.3)
車輛、旗幟、櫥窗貼紙、看板廣告、促銷贈品 Vehicles, flags, window stickers, billboards, promotional goods	可 Yes	不可 No	僅得單獨使用亞瑞仕標誌 ARES mark alone only (5.2.3)
產品本體、初級包裝 Product itself, primary packaging	不可 No	不可 No	標誌與聲明均不得使用 Neither mark nor statement (5.2.3)
運輸外箱、次級包裝 Transit boxes, secondary packaging	不可 No	不可 No	得放置符合五、之文字聲明 Statement only, per section 5
試驗、校正、檢驗報告或證書 Test, calibration or inspection reports/certificates	不可 No	不可 No	(5.2.3)
ISO 22000/FSMS 之產品包裝 Product packaging under ISO 22000 / FSMS	不可 No	不可 No	聲明亦不得使用 Statements also prohibited (5.2.3)

5. 產品包裝或附帶資訊上的聲明 Statements on Packaging or Accompanying Information

- 5.1 得於運輸外箱或附帶資訊放置文字聲明，但不得使用任何標誌，且聲明不得暗示產品、過程或服務本身經驗證。A text statement may be placed on transit packaging or accompanying

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information, without any mark, and shall not imply that the product, process or service itself is certified. (5.2.3.1)

5.2 聲明應包含三項引用：獲證組織之品牌或名稱、管理系統類型與適用標準、核發證書之驗證機構名稱。The statement shall include: the client's brand or name; the type of management system and applicable standard; and the name of the certification body. (5.2.3.1)

5.3 範例：本產品於通過 ISO 9001 品質管理系統驗證之工廠製造，驗證機構：亞瑞仕國際驗證股份有限公司。Example: "This product is manufactured in a facility with a quality management system certified to ISO 9001 by ARES International Certification Co., Ltd."

6. 網站使用與狀態查驗 Website Use and Verification of Status

6.1 於網站使用驗證標誌時，應同時提供亞瑞仕獲證組織名錄之查驗連結，供第三方查驗驗證狀態之有效性。Where the mark is used on a website, a link to the ARES directory of certified clients shall be provided for independent verification. (5.2.3)

6.2 宣傳或廣告使用「認證」與「驗證」時不可混淆。正確寫法例：本廠通過 ISO XXXXX 驗證，驗證機構：亞瑞仕國際驗證股份有限公司。Do not confuse "accreditation" with "certification" in publicity. Correct form: "Certified to ISO XXXXX by ARES International Certification Co., Ltd." (5.2.3)

7. 暫停、撤銷或範圍縮減時您應採取的行動 Actions upon Suspension, Withdrawal or Reduction

7.1 立即停止使用驗證證書、驗證標誌及認證標誌，並依亞瑞仕指示停止使用一切含有驗證引用之廣告文宣、修正或回收既有文宣，並於期限內回覆完成情形；驗證終止時應將證書交回亞瑞仕。Immediately cease using the certificate and all marks; discontinue, amend or withdraw all advertising matter referring to certification as directed by ARES, and confirm completion within the specified period; return the certificate upon withdrawal. (5.1.7, 5.4.3)

7.2 驗證範圍經縮減時，應修正一切含有驗證引用之廣告文宣。Where the scope is reduced, all advertising matter referring to certification shall be amended. (4.1)

7.3 亞瑞仕之認證經暫停、縮減或撤銷時，亞瑞仕將於十個工作日內書面通知，您應於指定期限內停止使用該認證標誌並回覆完成情形。Where an ARES accreditation is suspended, reduced or withdrawn, ARES will notify you in writing within ten working days; cease use of that accreditation symbol within the specified period and confirm completion. (5.2.2.6)

7.4 驗證資格恢復後，須經亞瑞仕書面通知，方得恢復使用證書及標誌。Use may resume only upon written notice from ARES after reinstatement. (5.4.2)

8. 誤用之處理、授權性質與申訴 Misuse, Nature of the Licence and Appeals

8.1 首次使用驗證標誌前，應將標誌使用方案提交亞瑞仕備查，並於追查及重新驗證稽核時接受現場查核。Before first use, submit your intended use of the mark to ARES for record, and accept on-site verification at surveillance and recertification audits. (5.3, 5.4.1)

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8.2 誤用之處理程序：開立不合格報告並限期矯正；逾期未完成矯正者得暫時終止驗證資格；情節重大者終止驗證資格並得採取法律手段。Misuse is handled by a nonconformity report with a corrective action deadline; failure to correct may lead to suspension; serious cases lead to withdrawal and possible legal action. (5.4.1)

8.3 標誌使用授權為非專屬、可撤銷、不可轉讓且不得再授權；獲證組織不得註冊或申請註冊亞瑞仕標誌或近似標誌；發生併購、分割或名稱變更時，須經亞瑞仕書面同意方得繼續使用。The licence is non-exclusive, revocable, non-transferable and non-sub-licensable; clients shall not register or attempt to register the mark or any imitation; written permission from ARES is required after merger, demerger or change of name. (5.2.3, 5.4.5)

8.4 對亞瑞仕之處置有不同意見者，得依亞瑞仕申訴與抱怨處理程序提出申訴。Appeals against ARES decisions may be lodged under the ARES appeals and complaints procedure.

9. 確證／查證意見之引用 Reference to Validation/Verification Opinions

9.1 公開確證／查證意見或報告時，應完整傳達，不得摘錄、斷章取義或僅引用有利部分；引用經確證或查證之數據時，應同時載明主張之邊界、適用準則、保證等級及所涵蓋期間。Opinions and reports shall be communicated in full, not excerpted or quoted out of context; when citing validated or verified data, state the boundary of the claim, the criteria, the level of assurance and the period covered. (6.3)

9.2 確證／查證意見不表示產品、過程或服務之符合性，不得用於產品或產品包裝。A validation/verification opinion does not attest to product conformity and shall not be applied to products or packaging. (6.4)

9.3 一律不得使用 TAF 確證與查證認證標誌、IAF MLA 標記或含前述標誌之組合標記。The TAF validation/verification accreditation symbol, the IAF MLA Mark and any combined mark containing them shall not be used. (6.5)

9.4 意見經撤銷、失效，或亞瑞仕相關認證經處置時，應立即停止一切引用，並依亞瑞仕指示修正或撤除既有文宣。Where the opinion is withdrawn or expires, or the relevant ARES accreditation is affected, cease all references immediately and amend or remove existing publicity material as directed. (6.6)

10. 圖例 Illustrations

標誌組合之正確與錯誤使用範例，詳見本規則 5.2.4「已驗證組織使用標誌圖例說明」；載體別之可否對照，詳見 5.2.3 之權限表。For correct and incorrect examples of mark combinations, see 5.2.4 of this document; for the permission table by medium, see the table in 5.2.3.