



# **Rules for the Use of the ILAC MRA Mark**

## **ILAC – International Laboratory Accreditation Cooperation**

ILAC is the international authority on laboratory and inspection body accreditation, with a membership consisting of accreditation bodies and stakeholder organisations throughout the world.

ILAC provides the infrastructure that supports the world-wide demonstration of competence and equivalence of testing (including medical) and calibration laboratories, inspection bodies and other types of bodies serving or supporting laboratories and inspection bodies through accreditation. Accreditation of laboratories and inspection bodies supports activities within and between economies including trade, protection of health, safety and the environment for the public benefit. Its fundamental purpose is to provide confidence in the competence of bodies supporting these activities.

The ILAC Arrangement is an international, multilateral mutual recognition arrangement for accreditation bodies. Participating accreditation bodies agree to promote acceptance of the equivalence of calibration, test and inspection reports produced by accredited facilities. Each accreditation body undergoes peer evaluation according to ILAC rules and procedures prior to becoming a signatory to the ILAC Arrangement.

ILAC values the critical complementary and supportive activities of its Regional Cooperation Body members in the realisation of its vision, mission, goals and associated strategies. The Regional Cooperation Body members through the implementation of their multilateral mutual recognition arrangements provide all of the peer evaluation resources and much of the technical inputs to ILAC documents.

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## 1. PURPOSE

- a) The purpose of this document is to provide rules for the use of the ILAC MRA Mark. They supplement and should be read in conjunction with the legal framework and contractual rules for the use of the ILAC MRA Mark that are set out in the following document:
  - ◆ *ILAC R7-F1 Agreement for the use of the ILAC MRA Mark*: The Agreement for the use of the ILAC MRA Mark is by and between ILAC and an accreditation body that is a signatory to the ILAC MRA.
- b) The use of the ILAC MRA Mark by ILAC MRA signatories and their accredited conformity assessment bodies (CABs) is voluntary, however, ILAC strongly encourages its use.

### Notes:

- i. The ILAC MRA Mark should not be confused with the ILAC Logo. *ILAC R4 Use of the ILAC Logo and Tagline* is available from the ILAC Website.
- ii. Due to legal considerations, the ILAC MRA Mark will continue to be known as a “mark” and not a “symbol” even though the terminology of ISO/IEC 17011 refers to accreditation symbols.
- iii. *ILAC R7-F1 Agreement for the use of the ILAC MRA Mark* is available from the ILAC Secretariat.

## 2. DEFINITIONS

- a) ILAC MRA Mark: is registered as a word/device mark and is owned by ILAC.

The ILAC MRA Mark is associated with the ILAC Mutual Recognition Arrangement (MRA) and can only be used on its own by ILAC and by Recognised Regional Cooperation Bodies.
- b) Combined ILAC MRA Mark: is the ILAC MRA Mark used in combination with the ILAC MRA signatory’s logo.

The Combined ILAC MRA Mark can only be used by an ILAC MRA signatory for accreditation activities covered by the scope of their ILAC MRA signatory status, once an example of the Combined ILAC MRA Mark has been approved by the ILAC Secretariat and after signing the *ILAC R7-F1 Agreement for the use of the ILAC MRA Mark*.
- c) Accredited CAB Combined ILAC MRA Mark: is the ILAC MRA Mark used in combination with the ILAC MRA signatory’s accreditation symbol that the accredited conformity assessment body (CAB) is entitled to use.

The Accredited CAB Combined ILAC MRA Mark can only be used by the accredited CABs of ILAC MRA signatories who have signed the *ILAC R7-F1 Agreement for the use of the ILAC MRA Mark*.
- d) Associates, Affiliates, Stakeholders and non-recognised Regional Cooperation Bodies shall not use the ILAC MRA Mark.

### 3. THE ILAC MRA MARK GENERAL RULES

- a) The ILAC MRA Mark is shown below. The ILAC MRA Mark may be reproduced in black and white or in colour provided the approved colours are used. Embossed, relief, or die-stamped versions are allowable. Refer also to Section 6 Reproduction Rules.



MONO COLOUR BREAKDOWN



BLACK (100% black)



PROCESS (CMYK) COLOUR BREAKDOWN



C100 M56 Y0 K0

PANTONE (PMS) COLOUR BREAKDOWN



PANTONE 293C (blue)

WEBSITE (RGB) COLOUR BREAKDOWN



R0 G0 B229

- b) The ILAC MRA Mark may be used for any purpose relating to the promotion of the ILAC MRA or recognition of accreditation activities covered by the ILAC MRA provided that such use will not give an incorrect or misleading impression as to the purpose, extent or limitation of the MRA. Refer also to Section 7 Examples of use of the ILAC MRA Mark.
- c) Recognised Regional Co-operation Bodies are entitled to use the ILAC MRA Mark by itself but are required to provide information on the proposed use of the ILAC MRA Mark in advance to the ILAC Secretariat, and shall not use it until written approval is received.
- d) The rights derived to use the ILAC MRA Mark are non-transferrable under any circumstance, except where permission is granted by the ILAC MRA signatory to its accredited CABs to use the Accredited CAB Combined ILAC MRA Mark.
- e) ILAC MRA signatories shall have rules for the use of their accreditation body symbol as per ISO/IEC 17011. Therefore, when permitting accredited CABs to use the Accredited CAB Combined ILAC MRA Mark, ILAC MRA signatories shall include in their rules documentation, information on the provisions for their accredited CABs relating to the use of the ILAC MRA Mark including adhering to the requirements set out within this document.
- f) The ILAC MRA signatory shall monitor the use of the ILAC MRA Mark by their accredited CABs in conjunction with the monitoring of the use of their own accreditation symbol.
- g) ILAC members shall maintain examples of their usage of the ILAC MRA Mark. ILAC may request its members to provide examples of the use of the ILAC MRA Mark at any time.

#### 4. THE COMBINED ILAC MRA MARK

- a) The template for the Combined ILAC MRA Mark, as used by the ILAC MRA signatories, is shown below.



#### Accreditation

#### Body's

#### Logo

The ILAC MRA Mark shall be positioned such that the accreditation body's logo may be either above, below or on either side of the ILAC MRA Mark, but shall appear in close proximity to each other.

- b) ILAC MRA signatories wishing to use the Combined ILAC MRA Mark shall seek permission from ILAC by contacting the ILAC Secretariat.
- c) By signing the *ILAC R7-F1 Agreement for the use of the ILAC MRA Mark*, ILAC MRA signatories also agree to the terms of use set out within ILAC R7.
- d) The *ILAC R7-F1 Agreement for the use of the ILAC MRA Mark* is signed by a representative of the ILAC MRA signatory on behalf of the accreditation body and by the ILAC Chair on behalf of ILAC.
- e) ILAC MRA signatories shall present an example of their Combined ILAC MRA Mark to the ILAC Secretariat, and shall not use it until written approval is received.
- f) The Combined ILAC MRA Mark shall only be used by ILAC MRA signatories in economies where the ILAC MRA Mark is registered or where an application for registration has been lodged and registration is pending.
- g) Should an ILAC MRA signatory wish to use the Combined ILAC MRA Mark in an economy where the ILAC MRA Mark is not registered, the ILAC MRA signatory shall file a written request with ILAC to expand the Territory in which the ILAC MRA Mark is registered. The ILAC MRA signatory filing the request to register the ILAC MRA Mark in a particular economy shall agree to accept the responsibility for all costs, known and unknown, associated with the registration process before commencement.
- h) Once registered in an economy, the ILAC MRA Mark can be used by any organisation that has been granted permission to do so in accordance with the requirements detailed in this document and in *ILAC R7-F1 Agreement for the use of the ILAC MRA Mark*. The right to use the ILAC MRA Mark is not limited to use by any one body in the economy.
- i) A list of economies where the ILAC MRA Mark is registered is available from the members area of the ILAC website.

## 5. THE ACCREDITED CAB COMBINED ILAC MRA MARK

- a) The template for the Accredited CAB Combined ILAC MRA Mark, as used by the accredited CABs of ILAC MRA signatories, is shown below.



**Accreditation  
symbol which  
the accredited  
CAB is entitled  
to use**

The ILAC MRA Mark shall be positioned such that the accreditation body's accreditation symbol may be either above, below or on either side of the ILAC MRA Mark, but shall appear in close proximity to each other.

- b) Accredited CABs wishing to use the Accredited CAB Combined ILAC MRA Mark shall seek permission from the ILAC MRA signatory (i.e. the accreditation body), by whom they have been accredited.
- c) Accredited CABs shall agree to the rules for use before they are granted permission to use the Accredited CAB Combined ILAC MRA Mark, by the ILAC MRA signatory, by whom they have been accredited.
- d) Accredited CABs shall present an example of the Accredited CAB Combined ILAC MRA Mark to the ILAC MRA signatory, by whom they have been accredited, and shall not use it until written approval is received from the ILAC MRA signatory.
- e) Alternatively, ILAC MRA signatories may provide their accredited CABs with the Accredited CAB Combined ILAC MRA Mark that they are approved to use, in a format that complies with the provisions detailed in this document.
- f) ILAC MRA signatories shall only grant permission to use the Accredited CAB Combined ILAC MRA Mark to accredited CABs established in economies where the ILAC MRA Mark is registered, or where an application for registration has been lodged and registration is pending. Accredited CABs are able to use the Accredited CAB Combined ILAC MRA Mark for activities undertaken outside the economy in which they are established.

## 6. REPRODUCTION RULES

The ILAC MRA Mark shall:

- i. Always be used in its original, designed proportions.
- ii. Not be distorted, compressed or stretched in any way.
- iii. Not appear in a size that renders the ILAC MRA words unreadable.
- iv. Maintain similar proportions to the accreditation body's logo (within the Combined ILAC MRA Mark) or the accreditation symbol (within the Accredited CAB Combined ILAC MRA Mark). As a general guideline, one dimension of the accreditation body logo/symbol, preferably the height, should be within approximately 5% of the size of the ILAC MRA Mark.
- v. Only be used in its normal horizontal orientation and not be rotated.
- vi. Not have a "similar" typeface substituted for the letters within the ILAC MRA Mark, as the typeface is custom-designed artwork. The ILAC MRA Mark shall always be used as a complete ILAC MRA Mark as shown in this document for all application requirements.
- vii. Be used on a background that will not impede readability.
- viii. Be based upon the original artwork to ensure high-quality reproduction. Photocopies of logos from other documents shall not be used.

## 7. EXAMPLES OF USE OF THE ILAC MRA MARK

- a) A non-exclusive list of permissible uses of the ILAC MRA Mark, both by ILAC MRA signatories and their accredited CABs, in accordance with the rules stated herein, is given below as an example to help accreditation bodies see the opportunities for promoting the ILAC Arrangement through the use of the ILAC MRA Mark:
  - i. Accreditation documents such as accreditation scopes and certificates of accreditation.
  - ii. Reports and certificates issued by accredited CABs.
  - iii. Communication tools (presentation slides, press releases, brochures, advertisements etc.)
  - iv. Corporate Stationery (promotional gifts, calendars, document folders, notebooks, letterheads, business cards, compliment slips, faxes, invoices, quotations for work, etc.)
  - v. Event Materials and Displays (pop-up banners and stand displays, signage, posters, etc.)
  - vi. Online applications (websites, newsletters, email signatures etc.)
- b) The Accredited CAB Combined ILAC MRA Mark will also be governed by the rules for the use of the ILAC MRA signatory's accreditation symbol and accordingly, the range of possible uses may be more restrictive than the list of possibilities shown in point a) above.
- c) Please contact the ILAC Secretariat should you have any queries or require further clarification on the use of the ILAC MRA Mark.