

REGULATIONS GOVERNING THE USE OF THE SAATCA LOGO

SUMMARY: This document describe the used of SAATCA logo.

DATE OF APPROVAL FOR THIS REVISION: 12 OCTOBER 2019

APPROVAL PAGE



COMPILED BY: OLGA KHOZA
CERTIFICATION MANAGER

12 OCTOBER 2019
DATE



APPROVED BY: JAMES JORDAAN
CHAIRMAN: SAATCA BOARD

12 OCTOBER 2019
DATE

AMENDMENT HISTORY

Doc Revision	Approved Date	Amendments	Doc change No.	Conformance
				Name
REV 1-9	-	History	-	-
REV 10	12 October 2019	Minor changes: to include the revised logos.	DC 10202	MO Khoza

1. Introduction

These Regulations relate to the use and application of SAATCA Logos/trademarks shown in Section 3.6 of this document.

2. Definitions

In these Regulations:

- a) "Certificate" means the certificate issued by SAATCA specifying the scope of registration of the Auditor, Training Course Provider or Member.
- b) "Certification Body" means SAATCA.
- c) "Client" means SAATCA registered Auditor, Training Course Provider or Member.
- d) "Standard" means the standards referred to in SAATCA issued Certificates.
- e) "Use" means the lawful, authorized, restricted, non-exclusive, limited and revocable right or licence to use the SAATCA Logos.
- f) "Logo" means the SAATCA logo or trademarks.






3. Use of the SAATCA Logo

3.1 The SAATCA Logos are registered with the Trademark Office according to the Trade Marks Act No. 194 of 1993 and are protected by common law and by statute.

3.2 The Client shall observe all Regulations made by SAATCA from time to time as to colour, size and representation on the stationery and publicity materials related thereto and obtain the prior written approval of the SAATCA Body in relation to these matters should a deviation be required.

3.3 The Client specifically agrees that:

- a) To comply with the relevant provisions of the certification scheme;
- b) To make claims regarding certification only with respect to the scope for which certification has been granted;
- c) Not to use the certification in such a manner as to bring the certification body into disrepute, and not to make any statement regarding the certification which the certification body considers misleading or unauthorized;
- d) To discontinue the use of all claims to certification that contain any reference to SAATCA or certification upon suspension or withdrawal of certification, and to return any certificates issued by SAATCA;
- e) Not to use the certificate in a misleading manner;
- f) It will not alter the SAATCA Logos in any way;
- g) It will only use the SAATCA Logos on its stationery and publicity material;
- h) Registered Training Course providers will only use the logo in accordance with the requirements set out in CRT 6.12;
- i) It will use the SAATCA Logo only in relation to the scope of registration;
- j) The SAATCA registration number and scope will be displayed as part of the Logo;
See example below

 <p>LA Course OHSMS SO41 LA Course EMS E041</p>	 <p>Lead Auditor QMS Q112 Lead Auditor EMS E203</p>
 <p>Auditor QMS Q112 Auditor EMS E203</p>	 <p>Internal Auditor QMS Q112 Internal Auditor EMS E203</p>
 <p>Provisional Auditor QMS Q112 Provisional Auditor EMS E203</p>	

- k) It will follow the exact instructions of the Certification Body regarding permitted application which may accompany the SAATCA Logos;
- l) It will, upon the suspension, withdrawal or cancellation of the Certificate, forthwith/ discontinue the use of the SAATCA Logos on its stationery and publicity materials which contain or make reference thereto, and will not thereafter use any imitation or simulation thereof;
- m) It will not, during the period of validity of the Certificate or thereafter, make or assert any claim of ownership to the SAATCA Logos and will not dispute the right of SAATCA, its successors or assigns, to authorise the use of the SAATCA Logo as provided herein;
- n) It will not use the Logo/s of the SAATCA Accrediting Body (SANAS) in any case or under any conditions;
- o) It will use the SAATCA Logo/s adjacent to or in conjunction with its own trading Logos only as approved by SAATCA and without being more prominent than that of the Clients logo;
- p) The Client's right to use the SAATCA Logo is only transferable with the written permission of the Certification Body.

3.4 Use of the SAATCA Logos do not exonerate the Client from any liability imposed by law regarding any aspects of its scope of registration.

3.5 The SAATCA Logos are as follows:

3.5.1 The logo displayed below is the SAATCA Corporate Logo and may not be used by any Client.



Corporate Logo

- 3.5.2 No Clients is allowed to use the SAATCA Corporate Logo on any stationary, marketing material certificates etc.
- 3.5.3 The SAATCA Logos below are designed for every specific field of registration or certification and may only be used after successful certification and according to the requirements set out in 3.3 (c).



- 3.6 The SAATCA Logos maybe reproduced in the colours as follows: PBR Light Sky blue (2) and gold or black or greyscale
- 3.7 A client that holds registration in more than one field, may display the different logos separately according to the requirements set out in 3.3 (e).
- 3.8 Subject to 3.3 (j) the SAATCA Logo may be uniformly enlarged or reduced.
- 3.9 The Client may reproduce and display the SAATCA Logo in following instances and according to the regulations set out in 3.3
- On official company stationary;
 - On training certificates of SAATCA Registered Training Course Providers on certificates of successful completion refer CRT 6.12;
 - On official advertising medium such as information brochures;
 - On personal business cards;
 - On audit reports, together with the Auditors SAATCA registration number, provided that the Registered Auditor is the official signatory / responsible person granting final approval of the report.
- 3.10 In case where the Client is not the official signatory / responsible person but was a member of a team and as such was partly responsible for the report the Client Registration Number may be applied in relation to the Client name.
- 3.11 Upon Suspension or withdrawal of registration,
- 3.11.1 The client shall immediately cease the use of the SAATCA Logo/s on any instance as indicated in 3.3 (e) Refer ARP 2.7 Renewal Suspension and withdrawal of Registration.

- 3.11.2 Failure to resolve the issues that have resulted in the suspension, in the time established by the certification body, shall result in withdrawal of the certification or reduction of the scope of certification.
- 3.11.3 The certified person or training course provider refrains from further promotion of the certification while it is suspended
- 3.11.4 In the event of withdrawal of certification, the certified person refrains from use of all references to a certified status. The card and certificate remains the property of SAATCA
- 3.11.5 The logo remains the property of SAATCA to whom it must return to SAATCA on request. Failure to return the logo in which legal action will be followed.
- 3.12 The incorrect use of the SAATCA Logo/s may result in the:
- withdrawal of membership or/and;
 - withdrawal of auditor or training course provider registration;
 - legal action;
 - exclusion/removal from the SAATCA register;
 - and preclusion from re-applying for SAATCA registration for an exclusion period of 3 years.