

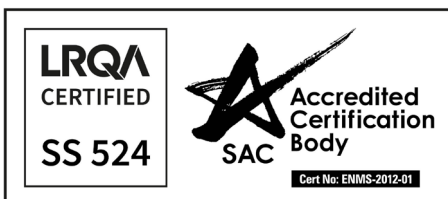
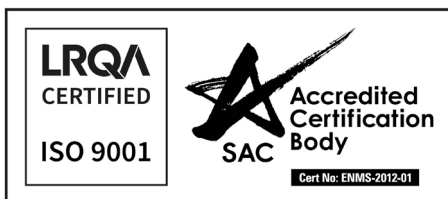
Using your LRQA approval mark with the Singapore Accreditation Council (SAC) mark

CLIENT INFORMATION NOTE

Congratulations on your LRQA approval

To help you to make the most of your achievement, we would like to give you guidelines on how and when you can use your approval mark.

The relevant marks below show that we have approved your company for Quality and Quality Management for Bunker Supply Chain under the terms set out by the Singapore Accreditation Council.



Using the mark

Approved clients are entitled to use the below LRQA/ SAC Marks under the conditions detailed below:

- The LRQA/ SAC Mark may be uniformly enlarged or reduced in any size as long as the below configuration is strictly adhered to and the LRQA/ SAC Mark is not less than 15 mm in height.
- The LRQA certificate number issued to the approved client must be indicated as shown in the LRQA/ SAC Mark shown below.
- The SAC Mark can only be reproduced in the SAC official colours, red (PMS 032C) or dark grey (PMS 432C). Single colour, subject to approval, can be used for limited colour or black and white production, only on light backgrounds.
- The LRQA Mark must be black when the colours used for the SAC Mark are red (PMS 032C) or dark grey (PMS 432C). When the SAC Mark is produced in a single colour, the LRQA Approval Mark must be in the same single colour.
- The LRQA/ SAC Mark may be used on publicity and other stationery materials such as brochures, letterhead paper, quotations, name cards and vehicles. However, the use of the LRQA/ SAC Mark or any reference to the Approval in advertising and promotional publications shall be vetted and pre-approved by LRQA Singapore.

The approved client shall:

- only claim that it is approved in respect to those activities which are covered under its scope of approval
- only use the LRQA/ SAC Mark for premises covered by LRQA approval
- not make any statement regarding its certification that LRQA and SAC may consider misleading or unauthorised
- not allow the fact of its approval to be used to imply that a product, process or person is approved by LRQA and accredited by SAC, and
- not display the LRQA/ SAC Mark or make any reference to the approval on any test items, products or literature relating specifically to a product which may imply product certification.

Misuse of the mark

Misuse of the mark (or certificate) will result in the following actions:

- Innocent misuse - immediate withdrawal of the offending literature by the client or suspension of the approval until misuse is rectified. If action is not taken to rectify the misuse, within a reasonable time, the approval will be withdrawn.
- Negligent/ fraudulent misuse - withdrawal of approval together with publication of the reason for withdrawal. Misuse is deemed to be

negligent/ fraudulent when the mark is knowingly or carelessly misused. Repeated “innocent” misuse would be deemed negligent.

LRQA monitors the use of the mark during surveillance and certificate renewal visits.

Certification, including the use of any approval marks or logos, must not be used or referenced in such a way as to bring LRQA, any other accredited certification body and/or the certification system into disrepute.

Withdrawal of approval

An approved organisation shall, on suspension of approval, immediately cease to issue any quotations displaying the LRQA/ SAC Mark or containing references to approval.

An approved organisation shall, upon withdrawal of approval, immediately cease distribution of all items on which the LRQA/ SAC Mark or any reference to the approval is displayed, and shall ensure discontinued use or distribution of these items.

Get in touch

Visit [lrqa.com](https://www.lrqa.com) for more information

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The LRQA logo consists of the letters 'LRQA' in a bold, sans-serif font. The 'R' is stylized with a teal-colored element. The logo is enclosed within a teal square border.

YOUR FUTURE. OUR FOCUS.