

EPL/PR/13 Guidelines on using the EPL Mark

Table of content	Page
1 PURPOSE & SCOPE	2
2 RESPONSIBILITY	2
3 TERMS OF VALIDITY	2
4 ACCEPTABLE USE OF MARK	2
5 UNACCEPTABLE USE OF MARK	3
6 FAILURE TO COMPLY BY THE CERTIFICATE HOLDER	3
7 SUSPENSION/AMENDMENT	3
8 LOGO OWNER	4
9 REFERENCE DOCUMENTS	4
REVISION HISTORY	4

ECOLANCE PRIVATE LIMITED

EPL/PR/13 Guidelines on using the EPL Mark

1 Purpose & Scope

These are procedural guidelines and general conditions on using the EPL Certification mark upon successful certification/statement by EcoLance Private Limited (EPL). The guidelines should help certificate holders in using the mark correctly when producing printed materials, advertising, etc).

2 Responsibility

The customer and/or certificate/statement holder assumes complete and full responsibility in using the EPL mark. The EPL management, Admin and Auditors are responsible in monitoring and ensuring the correct use of EPL mark by the customers.

All materials including but not limited to letterheads and advertisement brochures containing the mark/s shall be submitted for EPL's written approval prior to their use and or release to the public.

3 Terms of Validity

The mark is effective from the day the certificate is issued following the completion of the audit process and remains valid until the specified date of certificate/statement expiry.

4 Acceptable use of mark

An entity which has legal agreement for services offered by EPL may wish to use the EPL company Logo for promotional purposes, on brochures, websites and business documents or on proposals or quotations concerned with the EPL's accredited activity.

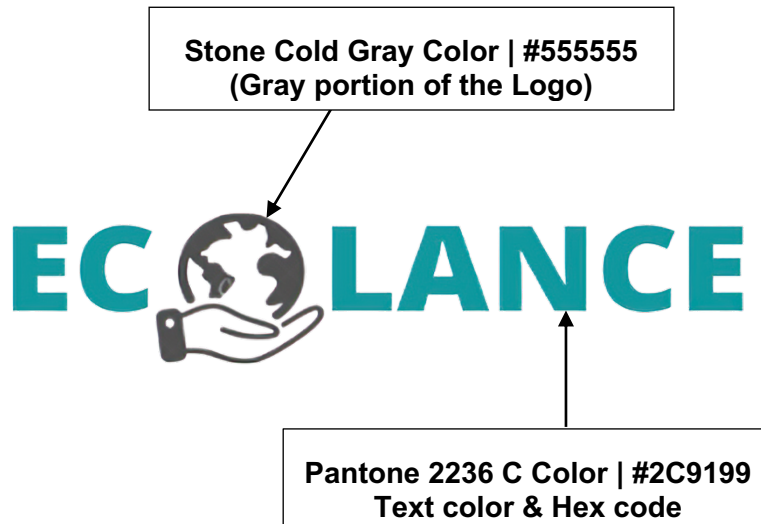
The Marks shall not be directly applied on the organization's product and its packaging or be associated with the organization's product in such a way as to imply that the product itself is certified by EPL.

The certificate holder may use the EPL mark and their company identifier in conjunction with one another in as long as they are clearly distinct.

Electronic reproduction of EcoLance logo (Symbol) is permitted provided that the requirements of this document are met, integrity of such reports shall be maintained and distortion of graphics of EcoLance logo (Symbol) shall be avoided.

See below sample/correct EPL mark:

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Resolution: 144 Pixels per inch

5 Unacceptable use of mark

A management system certificate holder cannot use the mark on products, product packaging, or product labeling. It also cannot be used in any way that could be misinterpreted as a EPL product certification.

The certificate holder cannot use the mark on Certificates of Compliance or Calibration Reports, Laboratory Tests and Inspection Reports as such reports are deemed to be products in this context. It shall not be also applied to business cards or email signature.

The certification mark must not be compressed, stretched or otherwise altered in shape.

6 Failure to comply by the certificate holder

In case that the organization failed to comply on the above conditions, EPL management shall initiate the following actions:

- a) Request for immediate correction and corrective action from the organization.
- b) If the organization fails to implement corrective actions, then EPL management shall suspend or withdraw the certification. If necessary, legal actions shall be taken

7 Suspension/Amendment

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In the event that the organization's certification has been suspended or withdrawn, the organization shall discontinue the use of all advertising material that contains reference to its certification.

8 Logo Owner

Name and location of the certification mark owner:

EcoLance Private Limited
WeWrok Zenia building, 4th Floor, Hiranandani Circle
Hiranandani Business Park, Thane Maharashtra -400607

9 Reference documents

- General terms and conditions
- Quality Manual

Revision History

Version	Date	Nature of revision
01	02/10/2022	Initial release.

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