



Wording of certificates

INTRODUCTION

In order to ensure appropriateness of certificate registration, the following wording on certificates must be used, typically as a footnote. **XXXX** should be replaced with the name of the certificate awarding body as it appears on the ASCB accreditation register.

“This is an accredited certificate authorised for issue by **GLOBAL BUREAU ACCREDITED REGISTRARS** who have assessed **XXXX** against defined criteria and in cognisance of ISO 17021:2015 ‘Conformity Assessment - Requirements for bodies providing audit and certification of management systems’. This certificate is only valid when confirmed by the register listed in the **GLOBAL BUREAU ACCREDITED REGISTRARS** : www.gbar-ab.org.

Notes: (i) Conformity Assessment and Conformity Assessment Body are only terms defined within sections 2.1 and 2.4 of ISO 17000:2004 ‘Conformity Assessment – Vocabulary and general principles’.

CERTIFICATE INFORMATION

Certificates should, as a minimum include the following information:

- Customer name
- Customer address
- Scope of customer activities
- Assessment management system standard (i.e. ISO 9001:2015)
- Certificate initial issue date (the date of the first certificate decision)
- Re-certification date
- Date of certificate (this may differ if changes are made, for example a update of customer address)
- Expiry date of certificate
- Name and address of certificate awarding body
- Caveats regarding limitations on validity (e.g. subject to satisfactory implementation and surveillance visits etc)
- Logo of certification body
- Logo of accreditation body, if applicable
- NACE or standard industrial code for scope of client activities assessed, where deemed applicable

LOGOS

See GBAR(I)01 for further requirements and instruction.