



PRS Certification

*PRINCIPLES OF USING MANAGEMENT SYSTEMS CERTIFICATION MARKS
/INFORMATION FOR ORGANIZATIONS/*

Principles of using management systems certification marks
were approved by the Manager of the Management Systems Certification Bureau
of Polish Register of Shipping on 21 May 2019.

On entry into use of the **Principles of using management systems certification marks** - May 2019,
the previous edition of the Principles of August 2018 becomes invalid.

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Gdańsk, May 2019



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1. Introduction

- 1.1. An organization granted management system certificate issued by the Management Systems Certification Bureau of the Polish Register of Shipping (PRS S.A.) has the right to use certification marks against the principles specified in this document.

2. Graphical form of certification marks Information for organizations



Fig. 1: Certification mark – PRS S.A. logo

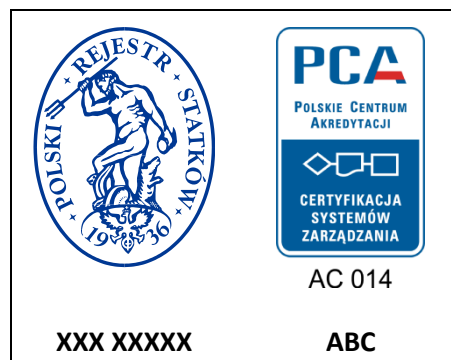


Fig. 2A: Horizontal certification mark – logos of PRS S.A. and PCA



Fig. 2B: Vertical certification mark – logos of PRS S.A. and PCA

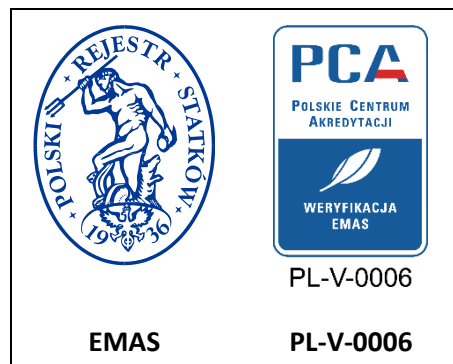


Fig. 2C: EMAS certification marks – logos of PRS S.A. and PCA

2.2. Two kinds of certification marks are used:

- with PRS S.A. logo (Fig. 1),
- with PRS S.A. and PCA logos in vertical and horizontal versions (Fig. 2).

Under PRS S.A. logo, the name of reference document(s) has been placed (arrangement xxx xxxxx), e.g. ISO 9001.

Under PCA logo, the symbol of accreditation granted to PRS S.A. is placed (e.g. AC 014) as well as initials of certification program (designation ABC), e.g.:



- QMS - Quality Management System
- EMS - Environmental Management System
- FSMS - Food Safety Management System
- BHP - Occupational Health and Safety Management System
- OHSAS - Occupational Health and Safety Management System (OHSAS 18001: 2007)
- HSMS - Occupational Health and Safety Management System acc. to ISO 45001
- ISMS - Information Security Management System
- QMS - Quality Management System in Welding
- EnMS - Energy Management System
- EMAS - Eco Management and Audit Scheme

2.3. Colors of certification marks have been defined as below:

- PCA mark: PANTONE 1795 CV and PANTONE 301 CV
 PANTONE Process Black CV and PANTONE Trans White CV
- PRS S.A. mark: PANTONE 280 (chalk) and PANTONE 287 (mat).

2.4. An organization may use certification marks in the form, size and color defined in this document or in black and white version only on documents which are entirely (including any other marks and inscriptions) black and white.

2.5. The certification mark may be scaled, provided that:

- readability of individual elements is maintained,
- proportions are maintained,
- graphical form is not distorted.

2.6 Certification marks are available on the webpage <https://www.prs.pl/offer/certification> in the section *Management Systems Certification* and further *“Documents and other information”*.

Marks, which are made available on webpage www.prs.pl, have the same vector formats and do not change graphical representation when placed in a document.

If a mark is needed in another format than the available one, an organization is asked to send a request to its Customer Service Officer including the information on the purpose of use of such mark.

After receiving the request, the certification mark will be prepared in the indicated format.



- 3. Principles of certification marks use** Certification marks may only be applied with the purpose to confirm that an organization's management system conforms to the reference document indicated under the mark and that the organization has been granted PRS S.A. certificate.
- 3.2.** PRS S.A. allows an organization to refer to the certificate:
- in advertising and promotion activity, where it concerns the area covered with management system,
 - during negotiations, at concluding contracts and agreements related to the activity covered by the certification.
- 3.3.** PRS S.A. allows an organization to use certification marks on documents related to certified management system under the below conditions:
- certification mark may be used only on advertising documents and materials, which are meant as inter alia business documents (e.g. offers, invoices, printed matter, company's letters), promotional or informative documents and materials (such as booklets, publications, technical literature) and on webpages only to prove that the management system conforms to referenced document (e.g. standard), with reference to activity covered by the scope of certification,
 - an organization shall indicate the scope of activity which is covered by the certificate, if the mark's use raises any doubts,
 - the certification mark may not be used in the manner suggesting reference to product's quality (the mark may not be applied on the product),
 - if PRS S.A. considers that an organization uses the certification mark improperly, the organization is informed on the necessity to use certification mark in conformity with the principles given in this document,
 - an organization may not change the form of the certification mark,
 - an organization may not remove the "frame" which is an integral element of the certification mark,
 - the certification mark may only be used in original colors or in black.
- 3.4.** The certification marks (shown in Figs. 1, 2 and 3) may not be used in reports, examination, calibration and inspection reports, acceptance certificates and training certificates. The reports, examination reports may also not use any information on the possessed certified management system.
Examination, calibration and inspection reports may not be printed on letter files/printed matter with certification mark placed on.
Even the letter file with certification marks may not be used in association with information on examinations.



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Certification marks with PCA logo may not be used in advertisements, notices, written messages posted or presented otherwise on the products. This restriction applies also to relevant packagings and promotional materials for those products.

Certification marks shouldn't be used in documents which describe functioning of the certified organization, such as quality policy, quality manual, procedures.

Certification marks shouldn't also be used on visit cards of employees of the certified organizations or its stamps and on doorplates.

If the certified organization consists of several branches/sites, where at least one is not certified, then the PRS S.A. certification mark may be used only by those branches/sites that are covered by the certification.

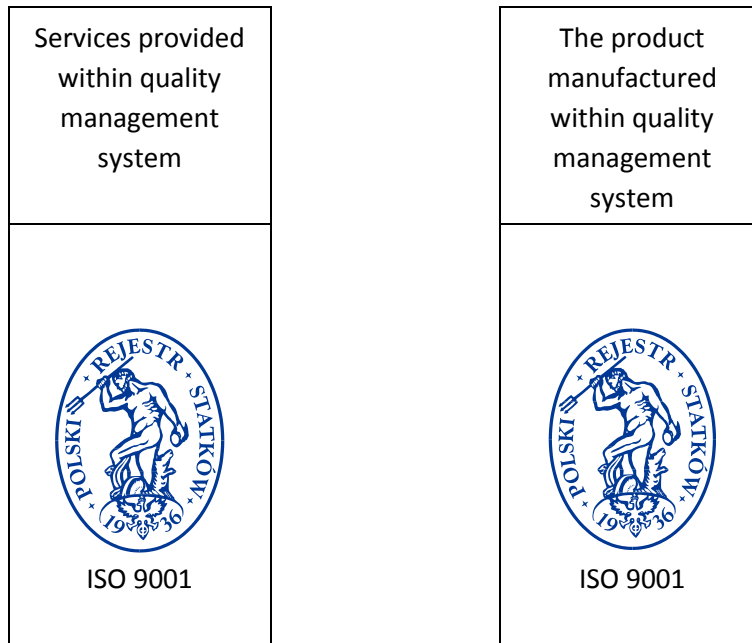
3.5. PRS S.A. certification mark is allowed to be used in the form of a statement on the product bigger or collective packaging (i.e. unavailable and invisible to the consumer) or in the accompanying information that the certified customer has a certified management system. Such statements are not permitted on unit packagings, to avoid confusing with product certification. The product packaging is considered as the one which may be removed without product disintegration or damage. The accompanying information is considered the one which is available separately or is easy to separate. The labels identifying the product type or identification plates are treated as a part of the product. The statement shall not in any way suggest by these means that the product, process or service are certified.

3.6. The statement shall include the reference to:

- identification (e.g. brand/make or name) of the certified customer,
- type of management system (e.g. quality, environmental) and applicable standard,
- certifying body issuing the certificate.



An example of the certification mark is given below:



- 3.7. Certified organization is obliged to stop using certification mark in the manner that is not permitted by PRS S.A.
- 3.8. The organization with suspended certificate may not use the certification mark within suspension period.
- 3.9. The certification mark is not allowed to be used in relation to invalid scope of certification.
- 3.10. If the certificate has been withdrawn or ceased to be valid, an organization is obliged to stop immediately using the certification mark.
- 3.11. An organization may not transfer the right to use the certification mark to another organization.
- 3.12. In the case PRS S.A. reveals that an organization uses the certification mark in advertising materials, catalogues, etc. in a misleading way (with reference to activity area not covered with management system certification), it shall take respective actions, including certificate withdrawal.

4. **EMAS Logo** In the case of verification for conformity with the Regulation of European Parliament

and the Council (EC) No. 1221/2009 of 25 November 2009 allowing voluntary participation by organizations in a Community eco-management and audit scheme (EMAS), an organization whose environmental declaration has valid approval may use the certification mark of PRS and PCA in accordance with the principles of paragraphs 2 to 5. PRS S.A. is not authorized to dispose the EMAS logo. Principles of using EMAS logo have been defined in Article 8 of the Regulation of European Parliament and the Council (EC) No. 1221/2009 of 25 November 2009 allowing voluntary participation by organizations in a Community



eco-management and audit scheme (EMAS). Specimens of EMAS logo are made available by the bodies registering organizations in the Community system (information is available on the webpage <http://www.emas.mos.gov.pl/emas4.html>).

5. FSSC 22000 Logo

Organizations certified for compliance with FSSC 22000 have the right to use FSSC 22000 logo on printed matter, leaflets, in internet webpage and on other advertising materials, in accordance with the below conditions:

Colour	PMS	CMYK	RGB	#
Green	348 U	82/25/76/7	33/132/85	218455
Grey	60% black	0/0/0/60	135/136/138	87888a

The use of logo in white and black colours is permitted if the remaining text is also in white or black.

FSSC 22000 logo may not be placed on:

- the product itself,
- the product label,
- the product packaging,
- other forms, printed matter which can imply that FSSC 22000 approves a product, a process or a service.

Referring to FSSC 22000 Certificate on labels, packagings, etc is not allowed.

Correctness of the FSSC 22000 logo use is subject to assessment during each audit.

The use of FSSC 22000 logo which does not conform to requirements is treated as nonconformity.

6. Final provisions

PRS S.A. reserves itself the right to verify correctness of using the certification mark in any circumstances. Correctness of using the certification mark is also verified during each audit.

In doubtful cases, an organization is obliged to agree the principles of use of the certification mark with PRS S.A. Management Systems Certification Bureau.

Gdańsk, 2019-05-21

Approved by

Małgorzata Kozłowska
Manager for PRS S.A. Management
Systems Certification Bureau

Written approval is put on the original document.