

MALAYSIAN PALM OIL BOARD



MPOB CERTIFICATION BODY STANDARD OPERATING PROCEDURE

16

USE OF CERTIFICATIONS MARKS AND ACCREDITATION SYMBOLS

 M P O B	MALAYSIAN PALM OIL BOARD CODES OF PRACTICE	Rev. No	3
	STANDARD OPERATING PROCEDURE	Eff. Date	01/04/2023
	Use of Certification Marks and Accreditation Symbols	Doc. Name	MPOB/CoP/SOP/16

OBJECTIVE : To ensure that reference to certification and use of marks are clearly described according to the policy and procedures as defined by MPOB Codes of Practice.

SCOPE : This procedure covers the requirement for the authorized clients in order to make reference to certification and use of marks.

RECORD : Guidelines on the Use of MPOB CoP Certification Marks

NO.	PROCEDURE	RESPONSIBILITY	INTERFACE
1.	<p>The reference to certification and use of marks shall be clearly stated as follows;</p> <ul style="list-style-type: none"> a) no ambiguity about certification; b) Mark shall not be used on product or product packing seen by customer; c) Marks shall not be applied to lab test, calibration or test report. 		
2.	<p>The certified clients shall be followed the requirements which include ;</p> <ul style="list-style-type: none"> a) to conform to the requirements when making reference to its certification status, b) does not make or permit any misleading statement regarding its certification, c) does not use or permit the use of a certification document or any part thereof in a misleading manner, d) Upon suspension or withdrawal of its certification, discontinues its use of all advertising matter that contains a reference to certification, e) Amends all advertising matter when the scope of certification has been reduced. f) Does not allow reference to its management system certification to be used in such a way as to imply that the certification body certifies a product or process, 		

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	<p>g) Does not imply that the certification applies to activities that are outside the scope of certification, and</p> <p>h) Does not use its certification in such a manner that would bring the certification body and/or certification system into disrepute and lose public trust.</p>		
3.	The MPOB Certification Unit shall ensure to proper control of ownership.		
4.	The MPOB Certification Unit shall take action to deal with incorrect references to certification status or misleading use of certification documents, marks or audit report.	Certification Committee (CC) Evaluation Committee (EC)	
5.	<p>The action may include as follows;</p> <p>a) request for correction and corrective action</p> <p>b) suspension of certification</p> <p>c) withdrawal of certification</p> <p>d) publication of the transgression, and</p> <p>e) legal action (if necessary).</p>		