

1. Application

1.1 This accreditation regulation applies to companies accredited by DANAK.

1.2 The accreditation regulation contains a description of DANAKs accreditation symbol and provisions for accredited companies' use of the accreditation symbol, including the duty to use the accreditation symbol when reporting on accredited services.

1.3 In addition the accreditation regulation contains provisions for the reference to the EA MLA for accredited services comprised by this agreement as well as use of the ILAC symbol respectively the IAF symbol together with DANAKs accreditation symbol.

2. DANAKs accreditation symbol

2.1 DANAKs accreditation symbol consists of DANAKs logo (Royal crown + DANAK) together with the company's type of accreditation and the DANAK registration number. The logo is a registered trademark no. FR 1993 00027 cf. the register of the Danish Patent and Trademark Office.

2.2 DANAK uses the following abbreviations for the types of accreditation:

- 1) TEST: Testing (ISO/IEC 17025)
- 2) CAL: Calibration laboratories (ISO/IEC 17025)
- 3) EXAM: Medical laboratories (ISO 15189)
- 4) PT: Provision of proficiency testing (ISO/IEC 17043)
- 5) RM: Laboratories accredited to certification of reference materials (ISO 17034)
- 6) SYSTEM: Management systems (ISO/IEC 17021-1);
- 7) PERSON: Certification of persons (ISO/IEC 17024)
- 8) PROD: Certification of products (ISO/IEC 17065)
- 9) INSP: Inspection bodies (ISO/IEC 17020)
- 10) DK-V: Environmental verification (EMAS)
- 11) GHG: CO₂-verification (ISO 14065)

2.3 When granting accreditation to a company, DANAK determines the specific scope of accreditation within the accreditation type covered by the accreditation and assigns an accreditation number to the company.

2.4 If a company is accredited to two or more accreditation types, the accreditation symbol for the type of accreditation covered by the accredited service shall be used.

2.5 DANAKs accreditation symbol is shown in appendix 1 and shall be used in the shown colour or in another monochrome reproduction. The accreditation symbol must be used in the shown size or in another smaller or larger version that retains the relative proportions of the elements or as agreed by DANAK, the text shall, however, remain readable. In annex 1 YYYY indicates the type of accreditation referring to the types listed in item 2.2 and XXXX indicates the registration number. DANAK will send electronic versions of the accreditation symbol by e-mail when a company is granted accreditation.

2.6 Accredited companies may refer to their accreditation by applying the following text on accredited reports and certificates instead of the DANAK accreditation symbol: "Akkrediteret af DANAK under registreringsnummer xxxx til" either

- 1) "prøvning"
- 2) "kalibrering"
- 3) "medicinsk undersøgelse"
- 4) "udbud af præstationsprøvning"
- 5) "produktion af referencematerialer"
- 6) "certificering af ledelsessystemer"
- 7) "certificering af personer"
- 8) "certificering af produkter"
- 9) "inspektion"
- 10) "miljøverifikation" ("DK-V" shall be included in front of the registration number) eller
- 11) "CO₂-verifikation";

or "Accredited by DANAK under registration number xxxx to" either

- 1) "testing"
- 2) "calibration"
- 3) "medical examination"
- 4) "proficiency testing"
- 5) "production of reference materials"
- 6) "certification of management systems"
- 7) "certification of personnel"
- 8) "certification of products"
- 9) "inspection"
- 10) "EMAS verification" ("DK-V" shall be included in front of the registration number) or
- 11) "GHG verification"

Other languages may be used by agreement with DANAK.

2.7 The provisions for use of the DANAK accreditation symbol also applies when referring to accreditation as described in item 2.6

3. Use of the DANAK accreditation symbol etc.

3.1 The use of the accreditation symbol on reports and certificates or reference to accreditation as described in item 2.6, documents that the service is provided as an accredited service under the company's DANAK accreditation.

DANAKs accreditation symbol and reference to accreditation

No. : AB 2
Date : 2020.11.30
Page : 3/9

3.2 DANAKs accreditation symbol shall be used in combination with the accredited company's own logo and name and may not appear more conspicuous than those.

3.3 When the accredited company's logo and name or other information about the company is used in combination with the DANAK accreditation symbol, it may not lead to any misunderstanding as to who is accredited and thereby covered by the registration no. with DANAK, or as to what the accreditation covers.

3.4 When accredited services are reported to the claimant, DANAKs accreditation symbol must not be used in such a way which gives the impression that DANAK has issued the report, the certificate, attestation, or has approved the system, product or service etc. covered by the document.

3.5 DANAKs accreditation symbol must be used on certificates for the types of accreditation where certificates are issued. For other types of accreditation the symbol must be used on the documents which indicates that the service is under accreditation (e.g. testing reports, inspection reports). Instead of the accreditation symbol a reference to accreditation can be made in a text, cf. item 2.6. This shall be placed together with the company's logo and/or name.

3.6 Special circumstances can be the basis for deviating from the requirement in item 3.5. The cause may be that the claimant in writing has requested to not use the symbol/reference to the accreditation or that use of the symbol/reference to the accreditation may be highly unsuitable. Deviation from the requirement shall be informed to DANAK and it shall clearly be stated in the contract with the claimant or by other means, which services are accredited.

3.7 Reports and certificates included in item 3.6 must be processed and registered by the accredited company as accredited services.

3.8 In addition to use on accredited reports and certificates, the DANAK accreditation symbol may also be used by accredited companies on other documents in association with the accreditation, for instance, letters, tenders for accredited services, information and advertising material, websites, email, etc. DANAKs accreditation symbol must not be used on business cards.

3.9 If the DANAK accreditation symbol is used on other material than accredited reports and certificates as described in item 3.8 the services covered by the company's accreditation shall be indicated.

3.10 If the accredited company has more than one DANAK accreditation, its letters and other material that have a common feature for all the accreditations may be provided with DANAKs accreditation symbol, possibly with a description of the accredited service for each registration number. The accreditation symbol shall contain all accreditation areas and registration numbers as described in item 2.

3.11 Applicants for accreditation may not use the DANAK accreditation symbol.

3.12 Accredited companies may only use DANAKs accreditation symbol for the areas of their accreditation and shall appear from the management system how the requirements of this AB are ensured to be met.

3.13 DANAKs accreditation symbol must not be placed on products or items with exception of labels for performed calibration, performed inspection or on reference material under DANAK accreditation.

3.14 Calibration labels containing the accreditation symbol must cf. clause 3.3 and 3.4 not give the impression that DANAK has approved or calibrated the equipment. A calibration label can include the following

information:

- the name of the laboratory;
- identification of the equipment, related to the label;
- date of performed calibration;
- identification of related calibration certificate.

3.15 A label for a reference material containing the accreditation symbol must cf. 3.3 and 3.4 not give the impression that DANAK has approved or produced the reference material. The label can in addition to the information required in ISO 17034 include following information:

- the name of the reference material producer;
- identification of related certificate for the reference material.

3.16 Inspection labels containing the accreditation symbol must cf. 3.3 and 3.4 not give the impression that DANAK has approved or inspected the item. The label shall clearly indicate that the item has been inspected and can include the following information:

- the name of the inspection body;
- identification of the equipment, related to the label;
- date of performed inspection;
- identification of related inspection report.

3.17 Accredited companies may not pass on the right to use the DANAK accreditation symbol to others, including users of accredited services.

3.18 All use of DANAKs accreditation symbol shall immediately be brought to an end when the accreditation is terminated.

3.19 When suspending an accreditation DANAK decides about the company's possibilities to continue to refer to the DANAK accreditation, including possible withdrawal of already issued accredited reports and certificates.

3.20 Accredited companies must not refer to their DANAK accreditation in a way which can be misleading in relation to the accredited area or use the DANAK accreditation symbol in a misleading way.

3.21 Accredited companies shall inform DANAK about any observed misuse of the DANAK symbol or the logo of DANAK.

4. Reference to EA MLA

4.1 Accreditation documents issued to accredited companies will state that DANAK is member of EA MLA. This indicates that DANAK is a signatory of the multilateral agreement entered by members of European co-operation for Accreditation (EA). In case parts of the given accreditation are not included in the EA MLA it will be stated in the accreditation document. There will be no reference to EA MLA, however, if the accreditation area does not include areas covered by the EA MLA.

According to article 11 in Regulation No 765/2008, national authorities are obliged to recognize reports and certificates issued by an accredited company if the accredited area is comprised by the EA MLA.

4.2 Accredited companies can state "Medlem af EA MLA" in combination with the DANAK accreditation symbol (see appendix 1) when issuing reports of services, as listed in item 3.1, carried out under the company's DANAK accreditation and which are comprised by the EA MLA, as stated in the accreditation document. When stating this declaration in reports and certificates, these shall also include an explanation approved by DANAK.

DANAKs accreditation symbol and reference to accreditation

No. : AB 2
Date : 2020.11.30
Page : 5/9

The text can for instance be "DANAK er medunderskriver af EA MLA aftalen for YYYY, og denne ydelse er omfattet af aftalen om gensidig anerkendelse af rapporter og certifikater", where YYYY is replaced by the relevant type from item 2.2.

Likewise an English text can be "Member of EA MLA" combined with the DANAK accreditation symbol and the explanation can be "DANAK is signatory to the EA MLA agreement on YYYY, and this service is comprised by the agreement on mutual recognition of reports and certificates" where YYYY is replaced by the relevant type from item 2.2.

5. The ILAC symbol and the use of the combined ILAC symbol

5.1 Accredited laboratories and inspection bodies can use the ILAC symbol together with DANAKs accreditation symbol for areas of accreditation included in DANAKs ILAC MRA-agreement.

5.2 The ILAC symbol and DANAKs accreditation symbol are in the following designated as "the combined ILAC symbol".

5.3 The combined ILAC symbol is shown in appendix 2 and shall be used in the shown colours or in a black or white reproduction. The combined ILAC symbol must be used in the shown size or in another smaller or larger version that retains the relative proportions of the elements.

5.4 Use of the combined ILAC symbol in reports and certificates documents that the service is conducted as an accredited service under the company's DANAK accreditation and that the company is accredited by an accreditation body – DANAK – which has signed the international agreement on mutual recognition of accredited reports and certificates (the ILAC MRA-agreement).

5.5 On the DANAK web-site a list can be found of accredited services for which the combined ILAC symbol can be used.

5.6 The combined ILAC symbol may be used instead of DANAKs accreditation symbol when reporting accredited services, cf. item 3.4 – 3.6 or on other documents, cf. item 3.9 – 3.10.

5.7 If the combined ILAC symbol is used instead of DANAKs accreditation symbol the provisions in item 3.1 – 3.3 and 3.11 – 3.15 about the use of DANAKs accreditation symbol shall apply for the use of the combined ILAC symbol.

5.8 DANAK can only allow accredited laboratories and inspection bodies to use the combined ILAC symbol in accordance with the rules in this accreditation regulation, if established as legal entities in Denmark or in another country in which the combined ILAC symbol is registered or under registration. DANAK can inform which countries apply.

6. The IAF mark and the use of the combined IAF mark

6.1 Accredited companies may enter into a written agreement with DANAK about the use of the IAF symbol together with DANAKs accreditation symbol for accreditation areas comprised by the DANAK IAF-MLA.

6.2 The IAF symbol and the DANAK accreditation symbol are in the following designated as "the combined IAF symbol".

DANAKs accreditation symbol and reference to accreditation

No. : AB 2
Date : 2020.11.30
Page : 6/9

6.3 The combined IAF symbol is shown in appendix 3 and shall be used in the shown colours or in black and white. The combined IAF symbol must be used in the shown size or in another smaller or larger version that retains the relative proportions of the elements or as agreed by DANAK. The combined IAF symbol must, however, not be smaller than 2 cm.

6.4 Use of the combined IAF symbol on reports and certificates documents that the service is conducted as an accredited service under the company's DANAK accreditation and that the company is accredited by an accreditation body – DANAK – which has signed the international agreement on mutual recognition of accredited reports and certificates (the IAF MLA).

6.5 A list of accredited services for which the combined IAF symbol can be used can be found on the DANAK web-site.

6.6 If an accredited company has entered into a written agreement with DANAK concerning use of the combined IAF symbol this may be used instead of DANAKs accreditation symbol when reporting accredited services, cf. item 3.4 – 3.6 or on other documents, cf. item 3.9 – 3.10.

6.7 If the combined IAF symbol is used instead of DANAKs accreditation symbol the provisions in clause 2.5, clause 3.1 – 3.3 and 3.11 – 3.15 about the use of DANAKs accreditation symbol shall apply to the use of the combined IAF symbol.

6.8 The IAF symbol may not be used alone, and the combined IAF symbol may only be used by companies, which have entered into a written agreement with DANAK.

7. References

Section 2.1: Executive orders 913/2009 and 1230/2009

Section 2 and 3: DS/EN ISO/IEC 17011 and EA-3/01 and ILAC-P8

Section 3: Executive order 913/2009

Section 4: EA-3/01

Section 5: ILAC-R7

Section 6: IAF ML 2

This Accreditation regulation comes into force on 15 December 2020. Any differences between the Danish and the English version of this document are not intended, but in case of doubt with respect to the correctness the version in Danish should be consulted.

DANAK, 30 November 2020.

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Director

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Quality Manager

Appendix

Appendix 1: DANAKs accreditation symbol.

Appendix 2: Combined ILAC symbol.

Appendix 3: Combined IAF symbol.

DANAKs accreditation symbol and reference to accreditationNo. : AB 2
Date : 2020.11.30
Page : 7/9

Appendix 1. DANAKs accreditation symbol

The mentioned colours for the symbol are only for advice.

Colours for "royal crown + DANAK: CMYK (4-colour): 2 % cyan, 100 % magenta, 85 % yellow, 6 % Key colour corresponding to Pantone 186 C. The text consisting of type of accreditation and registration number is in black.

When the accreditation symbol is used for environmental verification the text "Reg. No." is omitted

Version asymmetrical

When "Royal crown + DANAK is 4 cm wide, the accreditation area and the Reg. No. shall be printed in 6 point ARIAL.



As above with addition of reference that the area is covered by EA MLA for which DANAK is recognized.

**Version symmetrical**

When "Royal crown + DANAK is 2.65 cm wide, the accreditation area and the Reg. No. shall be printed in 6 point ARIAL.



As above with addition of reference that the area is covered by EA MLA, for which DANAK is recognized.



Appendix 2. Combined ILAC symbol

The DANAK symbol and the ILAC symbol shall be used in the following colours:

The DANAK symbol: See appendix 1.

The ILAC-symbol:

- Process (CMYK): C100 M56 Y0 K0;
- Pantone (PMS): Pantone 293 C (blue) or
- Website (RGB): R0 G0 B229; or in black or white.

Version asymmetrical

When the symbol (ILAC + DANAK) is 7 cm wide, the below text consisting of accreditation area and Reg. No. shall be printed in 6 point ARIAL



As above with addition of reference that the area is covered by EA MLA, for which DANAK is recognized



Version symmetrical

When the symbol (ILAC + DANAK) is 2.65 cm wide, the below text consisting of accreditation area and Reg. No. shall be printed in 6 point ARIAL.



As above with addition of reference that the area is covered by EA MLA, for which DANAK is recognized.



Appendix 3. Combined IAF symbol

The DANAK symbol and the IAF symbol shall be used in the following colours:

The DANAK symbol: See appendix 1

The IAF-symbol:

- Dark blue: CMYK (4-colour): 100 % cyan, 79 % magenta, 9 % black equal to Pantone 2747.
- Light blue: CMYK (4-colour): 89 % cyan, 45 % magenta, 4 % yellow equal to Pantone 299.

Version asymmetrical

When the symbol (IAF + DANAK) is 7 cm wide, the below text consisting of accreditation area and Reg. No. shall be printed in 6 point ARIAL



As above with addition of reference that the area is covered by EA MLA, for which DANAK is recognized.



Version symmetrical

When the symbol (IAF + DANAK) is 2.65 cm wide, the below text consisting of accreditation area and Reg. No. shall be printed in 6 point ARIAL.



As above with addition of reference that the area is covered by EA MLA, for which DANAK is recognized.

