Guidance on Accreditation Symbol and Good Laboratory Practice Compliance Registration Symbol Production

TAF-AR-11(11)

1. Objectives:

The present Guidance is duly enacted by Taiwan Accreditation Foundation (hereinafter referred to as TAF) in an attempt to expressly define Accreditation Symbol and Good Laboratory Practice Compliance (hereinafter referred to as GLP) Registration Symbol to facilitate accreditation services for the granted certification bodies, validation and verification bodies, laboratories, inspection bodies, proficiency testing providers, reference material producers, biobanking, POCT management unit, health examination unit, and GLP compliance registration bodies, so as to assure accurate and appropriate produce TAF accreditation symbol and GLP compliance registration symbol.

2. Range of application

The Guidance is applicable to accreditation of the following categories:

a. Accreditation of management system certification bodies;
b. Accreditation of product certification bodies;
c. Accreditation of validation and verification bodies;
d. Accreditation of personnel certification bodies;
e. Accreditation of laboratories;
f. Accreditation of inspection bodies;
g. Accreditation of proficiency testing providers.
h. Accreditation of reference material producers.
i. Accreditation of biobanking
j. POCT management unit
k. Health examination unit
l. Registered to the National Compliance Monitoring System for Good Laboratory Practice (GLP).

3. Accreditation symbol and GLP compliance registration symbol

All bodies and units which have satisfactorily passed accreditation or GLP compliance registration by TAF may accurately and faithfully produce TAF accreditation symbol or GLP compliance registration symbol in accordance with this

Guidance and other rules and regulations. Except this, under no circumstances shall they take the accreditation symbol, GLP compliance registration symbol or the similar symbol for registration or registry in any regions.

3.1 Production of TAF accreditation symbol and GLP compliance registration symbol

3.1.1 Standard specimen of TAF accreditation mark:

TAF accreditation symbol or GLP compliance registration symbol is composed of the TAF logo, category of accreditation or GLP compliance registration in English and accreditation No. or GLP compliance registered No., as shown in Fig. I below:

Note: For details on the production and use instructions of the accreditation symbol and the GLP compliance registration symbol, please refer to the relevant documents for the use of the accreditation scheme and the GLP compliance registration system.

Category in English
Accreditation No. or GLP
compliance registered No.

Category of accreditation or GLP compliance registration in English, and accreditation No. or GLP compliance registered No..

(Fig. I)

3.1.1.1 The TAF logo is primarily in TAF in bold font combined with an oval shape, in purpose hue, in the standard specimen as below:

3.1.1.2 TAF logo may be either enlarged or lessened in size as the actual requirements may justify, pro rata to the original proportion (Width: Height=5: 3). The motif shall be maintained clearly legible. If the motif cannot be maintained clearly legible, the logo shall not be lessened in size.

3.1.1.3 TAF logo shall be maintained in standard hue, with the font and oval shape in purple hue combination, black hue combination or mono hue which are all acceptable.

a. Purple hue combination: Pantone 2654CVC and Pantone 2425CVC or C30+M50 and C50+M95

b. Black hue combination: Black 50% + Black 100%

c. Mono hue

3.1.1.4 The English name shown on a category of accreditation or GLP compliance registration shall be in Times New Roman (bold), not going beyond the TAF logo width and not beyond two lines in principle.

3.1.1.5 The accreditation No. shall be in English alphabets or Arabic numerals in font of Times New Roman (bold), to expressly indicate accreditation No. or GLP compliance registered No. to assure easy identification. The detailed No. of accreditation or GLP compliance registration in various categories shall be primarily pursuant to the accreditation No. shown on the accreditation certificates issued by various accreditation divisions.

3.1.2 The accreditation symbol or GLP compliance registration symbol may be either enlarged or reduced in size upon use as the actual requirements may justify, *pro rata* to the original proportion of the initial design. The motif shall be maintained clearly legible. If the motif cannot be maintained clearly legible, the mark shall not be lessened in size.

3.1.3 In the event that an accreditation symbol or GLP compliance registration symbol does not use standard type hue, it may be demonstrated through black harmonized hue, in standard hue as detailed in 3.1.1.3., In case of an extraordinary need, the aforementioned restriction may be ignored if approved by TAF in writing in advance.