

## 1 总则

### 1. General Provisions

本规定提出了获证方使用 CQC 签发的管理体系及农食产品认证证书（包含各类评价证书）及 CQC 获证组织标志的准则，明确了使用证书及标志的权力及义务。

The provisions have proposed the standard concerning the management system and agricultural products & food certificate ((including various evaluation certificates) issued and signed by the certified Party using the CQC and the standard marked by the CQC certified organization, clarifying the right and obligation to use the certificate and mark.

## 2 管理规定

### 2 The Provisions Governing the Management

#### 2.1 证书使用管理规定

#### 2.1 The provisions governing the use & management of the certificate

##### 2.1.1 获证组织证书使用的权利和义务

##### 2.1.1 The right and obligation to use the certificate for certified organization

a) 在证书的有效期内有权正确使用认证证书；

a) Entitled to correctly use the certificate during the validity duration;

b) 证书可以展示在文件、网站、通过认证的工作场所、销售场所、广告和宣传资料中或广告宣传等商业活动，但不得利用管理体系认证证书和相关文字、符号，误导公众认为认证证书覆盖范围外的管理体系、产品或服务获得认证，宣传认证结果时不应损害 CQC 的声誉；

b) The certificate can be exhibited in the document, on the website, at the working, sales sites and in the ads, publicity materials or commercial activities such as ads promotion, however, the management system authentication certificate and relevant characters, figures that mislead the public in considering the management system, product or service outside the coverage of certification are certified. Publicizing the certification results shall not prejudice to the reputation of CQC;

c) 应避免管理体系的认证宣传误导消费者，使其误认为通过体系认证的产品符合标准要求，如在有关文件、文具、办公场所展示、销售场所展示和出版物上使用，但不得将获证标志加施在产品上或最小包装上，获证组织可以在有效的管理体系

认证证书覆盖的领域和业务范围内按以下文字描述的方式将认证证书的有关信息展示在文件、网站、通过认证的工作场所、销售场所、广告和宣传资料中、广告宣传等商业活动以及运输产品的大包装上，如：“本组织（或企业）通过中国质量认证中心的\*\*\*\*管理体系认证，证书号为 xxxxx”

- c) The misleading against the certification & publicity in relation to the management system shall be avoided towards the consumers, otherwise consumers may consider the product certified systematically to the satisfaction of the standard requirements. In case the certificate is to be shown in the relevant documents, on stationery items, on the business and sales sites and used for publications but shall not be added with mark on product and minimum package, the certified organization can exhibit the information in relation to the valid certificate of management system in which the field and business scope are covered in text description manner, in the document, on the website and certified working site, sales site, in the commercial activities including ads and publicity materials and on the large package of transportation product, for example, “the organization (or enterprise) has been certified with respect to \*\*\*\* management system by China Quality Certification Centre, the certificate No. Of which is xxxxx”.

- ◆ \*\*\*\*: 应为获证组织获得的相应管理体系认证名称，如质量或 ISO9001，环境或 ISO14001，职业健康安全或 OHSMS 等。

注 1：此款不含食品安全管理体系、HACCP 管理体系、乳制品 GMP。

食品安全管理体系、HACCP 管理体系、乳制品 GMP 认证组织不允许在产品包装上使用获证组织已获得食品安全管理体系、HACCP 管理体系、乳制品 GMP 认证的任 何声明。产品包装包括产品所有包装，既包括初级包装（盛放产品的），也包括任何 外包装或者二次包装。

- ◆ \*\*\*\*: Shall be the title of the management system granted by certified organization, for example the ISO9001 for quality, the ISO14001 for environment,, OHSMS for occupational health and safety etc.

Note 1: This paragraph does not include food safety management systems, HACCP management systems, or dairy GMP.

Food safety management systems, HACCP management systems, and dairy GMP certified organizations are not permitted to use any statement on product packaging that the certified organization is certified to a food safety management system, HACCP management system, or dairy GMP. Product packaging includes all packaging of the product, including both primary packaging (that holds the product) and any outer or secondary packaging.

- ◆ xxxxx: 为获证组织获得的管理体系认证注册号。

◆ xxxxx: Certification and registration No. Of the management system granted for the organization.

- d) 对其它单位和个人妨碍本组织使用证书的行为可以向 CQC 提出投诉。
- d) A complaint can be lodged towards CQC for any actions that prevent other units and individuals to use the certificate.
- e) 获证组织应妥善保管好证书，以免丢失、损坏。如发生证书丢失、损坏的，获证企业可申请补发。
- e) The certified organization shall duly hold the certificate in avoidance of being lost and damaged. The certified enterprise can apply for re-issue in case that the certificate is lost and damaged.
- f) 保证证书覆盖范围内的管理体系运行稳定，产品生产稳定持续。
- f) The management system within the scope of certificate operates stably and product production continues stably.
- g) 建立证书使用和管理制度，对证书的使用情况如实记录存档。
- g) The use and management system are established with the use conditions recorded according to the facts.
- h) 获证组织的质量保证体系发生重大变化，应报告认证机构并接受认证机构的调查或监督检查，调查前及监督检查不合格者，不得使用该证书；
- h) A report shall be made to certificate body if significant changes take place with respect to the quality assurance system of the certified organization, anyone who makes the report, accepts the investigation or supervision and audit, fails to meet the supervision and audit prior to the investigation will be disqualified from using the certificate;
- i) 证书不准伪造、涂改、出借、出租、转让、倒卖、部分出示、部分复印；
- i) The certificate shall not be fabricated, painted, errored, leased, transferred, resold at a profit, produced in part and duplicated in other part;
- j) 获证组织应按时交纳认证费用，以获得或保持证书。
- j) The certified organization shall timely pay the certification fee to receive or keep the certificate.
- k) 在认证范围被缩小时，应修改所有的广告材料；
- k) All advertising materials should be revised when the scope of certification has been

reduced;

- l) 证书被 CQC 撤销, 获证组织应按 CQC 的要求将证书交还到 CQC, 并同时停止在文件、网站、通过认证的工作场所、广告和宣传资料中展示认证证书可以停止将有关认证信息用于广告宣传等商业活动。
- l) The certified organization shall hand back the certificate to be revoked by CQC under the requirements of CQC and simultaneously stop exhibiting the certificate in the document, on the website, on the certified working site, in the ads and publicity materials. In doing so, the certified organization can apply and stop applying relevant certification information for the commercial activities such as ads and publicity.

## **2.1.2 获证组织误用/滥用证书的主要形式**

### **2.1.2 The main forms of misuse/abuse of the certificate by the certified organization**

- a) 错误使用证书或误用于证书覆盖范围外的体系;
- a) Misuse of certificate and misapplying of the certificate to the system outside the certificate's coverage;
- b) 在任何资料中有对证书的不正确宣传, 利用管理体系认证证书和相关文字、符号, 误导公众认为认证证书覆盖范围外的管理体系、产品或服务获得认证; 宣传认证结果时损害 CQC 的声誉。
- b) The reputation of CQC is damaged due to the incorrect publicity in relation to the certificate in the materials (if any) using the certificate, characters, figures, misleading the public the management system, product or service that is certified outside the scope of coverage of the certificate.
- c) 未经中心批准, 擅自更改证书内容。
- c) Modification of the content of certificate without the approval of the center.
- d) 证书被伪造、涂改、出借、出租、转让、倒卖、部分出示、部分复印。
- d) The certificate shall not be fabricated, painted, errored, leased, transferred, resold at a profit, produced in part and duplicated in other part.

## **2.1.3 认证证书的监督检查程序**

### **2.1.3. The supervision & audit procedure of certificate**

获证客户应按规定使用证书并进行有效的控制, 保存使用的有关记录。

The certified client shall use the certificate as required and carry out effective control, keep the records in relation to the use.

CQC 在对获证客户的监督、再认证审核或其他检查时, 应根据法律法规、方案所有者要求、认可规范、CQC 程序文件等规定对认证证书使用情况进行监督检查。

For the purpose of supervision, re-certification, or other audit towards the certified client, CQC shall supervise and audit the use of certificate in accordance with the laws, rules, the requirements of the plan designer.

#### 2.1.4 发现证书被误用/滥用时 CQC 采取的纠正措施

##### 2.1.4. Remedies when discovering the certificate is misused/abused

- a) CQC 向误用/滥用证书单位发出《误用/滥用证书处理通知书》, 责令其纠正;
- a) CQC serves the *Notification of Treatment for the Misuse/Abuse of the Certificate* to the unit who misuses/abuses the certificate and censures him by order to remedy;
- b) 按公开文件说明中有关暂停、撤销认证的规定暂停或撤销该证书;
- b) Suspending or revoking the certificate in the descriptions according to unclassified document;
- c) 必要时按相关法律追究该单位的法律责任。
- c) The responsibility shall be ascertained where it lies whenever necessary.

2.1.5 管理体系认证证书和 IQNet 证书有效期为三年, 但获证组织每年必须接受 CQC 的监督检查符合 CQC 的要求并获得 CQC 颁发的《监督审核合格通知书》后方可继续使用该证书; 证书复印件不具有法律效力。

2.1.5. The management system certificate and IQNet certificate expires in 3 years, but the certified organization must accept the supervision and audit from CQC per year and meet the requirements from CQC. The certified organization shall only continue using this certificate after receiving the *Notification of Qualification after Supervision and Audit* issued by CQC; The duplicate has no legal effect.

2.1.6 由于未妥善保管造成证书遗失的, 获证组织可以向 CQC 提出证书补发申请, 同时要在 CQC 有关的杂志或网站上声明挂失。

2.1.6. Where the certificate is lost when unduly kept, the certified organization can make an application for re-issue of the certificate to CQC, in the meanwhile report the loss in the magazine or on the website the owner of which is CQC.

## 2.2 认证标志使用管理规定

## 2.2 Provisions governing the management over the use of certification mark

### 2.2.1 获证组织标志使用程序

### 2.2.1 Procedures on the use of certified organization mark

- a) 获证组织标志包括 CQC 获证组织标志, 特定产品认证标志, CQC 获证组织标志和 CNAS 认可标志的组合标志, CQC 获证组织标志和 IQNet 获证组织标志的组合标志, CQC 获证组织标志、IQNet 获证组织标志和 CNAS 认可标志的组合标志。
- a) Certified organization's marks include CQC certified organization mark, the certification mark of a particular product, combination of CQC certified organization and CNAS accredited mark, the combination of CQC certified organization mark and IQNet certified organization mark, combination of CQC certified organization mark, IQNet certified organization mark and CNAS accredited mark.
- b) 获证组织在获得 CQC 管理体系认证证书可自愿选择 CQC 获证组织标志。
- b) The certified organization can select the CQC certified organization mark at will after receiving the CQC management system certificate.
- c) 只有在获得特定农食产品认证/评价证书时, 获证方可以在满足方案所有者要求的基础上使用产品认证/评价标志。
- c) Only upon receiving specific agricultural and food product certification/evaluation certificates may the certified party use the product certification/evaluation mark, provided all requirements of the program owner are met.
- d) 在取得 CQC 管理体系证书后即可在 CQC 的网站根据需要自行下载获证组织标志, 并按本规定使用。
- d) After having obtained the CQC management system certificate can immediately download the certified organization mark at will whenever needed on the CQC website and use in accordance with the provisions.
- e) 获证组织可以在相应的管理体系认证证书覆盖的领域和业务范围内相关的场合有条件使用获证组织标志。如在有关文件、文具、办公场所展示、销售场所展示和出版物上使用, 但不得将获证组织标志加施在产品上, 只有在同时注明“本组织或企业通过\*\*\*\*管理体系认证”的情况下, 方可将获证组织标志标注在运输产品的大包装上, 但应当保证此包装不会到达最终用户手中。(\*\*\*\*: 应为获证组织获得的相应管理体系认证名称, 如质量或 ISO9001, 环境或 ISO14001, 职业健

康安全或 OHSMS 等)。

注 2: 食品安全管理体系、HACCP 管理体系、乳制品 GMP 获证组织不允许在产品 或者产品包装上使用食品安全管理体系和 HACCP 管理体系认证标志。产品包装包括产 品所有包装, 既包括初级包装 (盛放产品的), 也包括任何外包装或者二次包装。

- e) Certified organization can conditionally use certified organization mark in the field and business scope covered by corresponding management system certificate. If the certified organization mark is used in the document, on the stationery items, on the sales site and publications, it shall not be added onto the product. Only under the circumstances that “the organization or enterprise has been qualifiedly certified by \*\*\*\*management system” shall the certified organization mark indicated on the large package of transportation product but it shall be guaranteed that that package will not be held by the end user. (\*\*\*\*: Shall be the title of management certification system obtained by certified organization, for example ISO9001 for quality, ISO14001 for the environment, OHSMS for occupational health safety management system etc.).

Note 2: Organizations certified to the Food Safety Management System, HACCP Management System, or Dairy GMP are not permitted to use the Food Safety Management System and HACCP Management System certification marks on products or product packaging. Product packaging includes all packaging of the product, including both primary packaging (that holds the product) and any overpack or secondary packaging.

- f) 获证组织在使用获证组织标志时不可使公众误认为 CQC 对获证组织的特定的产品或服务进行了认证。
- f) Certified organization shall not mislead the public that the particular product or service of the certified organization has been certified by CQC.
- g) 获证组织不得将获证组织标志使用在与被认证领域和业务范围无关的各类业务及各类宣传媒体上进行误导宣传。
- g) Certified organization shall not use the certified organization mark to make misleading publicity of business and on the publicity media irrelevant to the field being certified and business scope.
- h) 获证组织在使用获证组织标志时只能使用与 CQC 所提供色调一致、排列方式一致的标志。
- h) The certified organization can use the certified organization mark only when the color and sequencing are in agreement with those provided by the CQC.

- i) 获证组织在使用获证组织标志时可按比例放大或缩小，但字迹必须清晰，标志必须完整，也不得将其变形使用。
- i) Certified organization can pro rata amplify or reduce his certified organization mark when using the mark, but the handwriting must be clear, mark must be complete and undistorted.

### **2.2.2 获证组织误用/滥用标志的主要方式：**

### **2.2.2 The main forms of misuse/abuse of the certificate by the certified organization**

- a) 获证组织未按规定错误的使用获证组织标志，误用于证书覆盖范围外的体系和业务；
- a) The certified organization misuses the certificate for the system and business apart from the coverage of certificate due to the non-compliance of provisions when using it;
- b) 在任何资料中发现有对获证组织标志的不正确宣传，利用获证组织标志误导公众认为证书覆盖范围外的管理体系、产品或服务获得认证；宣传认证结果时损害 CQC 的声誉；
- b) The reputation of CQC is damaged due to the incorrect publicity in relation to the certificate in the materials (if any) using the certified organization mark, misleading the public the management system, product or service that is certified outside the scope of coverage of the certificate;
- c) 未获 CQC 管理体系认证证书或 IQNet 认证证书而使用获证组织标志。
- c) Using the certified organization mark where CQC management system certificate or IQNet certificate are not obtained.
- d) 超范围使用产品认证/评价标志
- d) Using the product certificate mark /evaluation mark beyond the scope

### **2.2.3 认证/评价标志的监督检查程序**

### **2.2.3 The procedure of supervising and auditing the certificate mark /evaluation mark**

获证客户应按规定使用认证标志/评价标志，并进行有效的控制，保存使用的有关记录。

Certified clients shall use the certification mark/evaluation mark as required, exercise effective control over its use, and maintain relevant records of its application.

CQC 在对获证客户的监督、再认证审核或其他检查时，应根据法律法规、方案所有者要



求、认可规范、CQC 程序文件等规定对认证标志使用情况进行监督检查。

For the purpose of supervision, re-certification, or other audit towards the certified client, CQC shall supervise and audit the use of certificate in accordance with the laws, rules, the requirements of the plan designer.

必要时 CQC 可以通过市场抽样的方式，对获证企业认证标志/评价标志的使用进行监督检查。

Whenever necessary, CQC can supervise and audit the certified enterprise certificate mark /evaluation mark by market sampling.

## **2.2.4 发现标志被误用/滥用时 CQC 采取的纠正措施**

### **2.1.4. Remedies when discovering the certificate is misused/abused**

- a) 向误用/滥用标志单位发出《误用/滥用认证标志/认可标识处理通知书》，责令其限期采取纠正措施；
- a) *The Notification of Treatment for the Misuse/Abuse of the certificate mark/ accreditation mark is served to the unit who misuses/abuses the certificate to censure him for taking remedies by order;*
- b) 按公开文件说明中有关暂停、撤销认证的规定暂停或撤销该证书；
- b) *Suspending or revoking the certificate in the descriptions according to unclassified document;*
- c) 必要时按相关法律追究该单位的法律责任。
- c) *The responsibility shall be ascertained where it lies whenever necessary.*

## **2.2.5 认证/评价标志的中止使用**

### **2.2.5. The disuse of certificate mark /evaluation mark**

被 CQC 暂停获证资格时，获证组织应立即在暂停认证的范围内停止使用和发放带有认证/评价标志的文件、文具和宣传资料或上述有关部分。当获证组织被 CQC 撤销认证资格时，获证组织应立即在撤销的范围内停止发放和使用带有认证/评价标志的文件、文具和宣传资料或上述有关部分。

Where the CQC is suspended from gaining the certified qualification, the certified organization shall immediately disuse and distribute the document, stationery items, publicity materials and part thereof supplemented with certificate mark /evaluation mark within the scope of suspending the certification. When certified organization is revoked certified qualification by CQC, the certified organization shall

immediately disuse and distribute the document, stationery items, publicity materials and part thereof supplemented with certificate mark /evaluation mark within the scope of suspending the certification.

### **2.3 认可标识使用管理规定**

#### **2.3. Provisions governing the use and management of accreditation mark**

##### **2.3.1 获证组织认可标识使用程序**

###### **2.3.1. The procedure of using the accreditation mark of certified organization**

a) 未经认可组织书面同意，获证组织不得使用认可标识。

a) Certified organizations shall not use the accreditation mark without the written consent of the accrediting body.

b) 不得将认可标识使用在与被认证的业务无关的各类业务及各类宣传媒体/媒介上进行误导宣传；

b) The accreditation mark and certified business shall not be used to make misleading publicity of business and on the publicity media irrelevant to the field being certified and business scope;

c) 不得将认可标识用在产品或产品包装上。

c) Don't use accreditation mark on the product or product package.

##### **2.3.2 获证组织误用/滥用认可标识的主要形式：**

###### **2.3.2 The main forms of misuse/abuse of the certificate by the certified organization:**

a) 擅自使用认可标识；

a) Using the accreditation mark arbitrarily;

b) 对外宣称企业或产品是获得认可机构认可的；

b) Publicizing the enterprise or product is accredited;

c) 在产品包装、宣传材料上使用认可标识误导消费者；

c) Misleading the consumers using the accreditation mark on the product package and publicity materials;

d) 在认可机构认可标识管理办法中明确禁止的行为。

d) The behavior prohibited explicitly in the management measures towards accreditation

mark in recognized institution.

### 2.3.3 认可标识的监督检查程序

#### 2.3.3. The procedure of supervising and auditing the accreditation mark

获证客户应按规定使用认可标识，并进行有效的控制，保存使用的有关记录。

The certified client shall use the certificate as required and carry out effective control, keep the records in relation to the use.

CQC 在对获证客户的监督、再认证审核或其他检查时，应根据法律法规、方案所有者要求、认可规范、CQC 程序文件等规定对认可标识的使用情况进行监督检查。

For the purpose of supervision, re-certification, or other audit towards the certified client, CQC shall supervise and audit the use of certificate in accordance with the laws, rules, the requirements of the plan designer.

### 2.3.4 发现认可标识被误用/滥用时 CQC 采取的纠正措施

#### 2.3.4 Remedies when discovering the certificate is misused/abused

- a) 向误用/滥用认可标识单位发出《误用/滥用认证标志/认可标识处理通知书》，责令其限期采取纠正措施；
- a) *The Notification of Treatment for the Misuse/Abuse of the Certificate* is served to the unit who misuses/abuses the certificate to censure him for taking remedies by order;
- b) 按公开文件说明中有关暂停、撤销认证的规定暂停或撤销该证书；
- b) Suspending or revoking the certificate in the descriptions according to unclassified document;
- c) 按照要求通知认可机构。
- c) Notifying the accreditation bodies as required.

## 3 CQC 获证组织标志

### 3. CQC certified organization mark

3.1 CQC 管理体系认证获证组织标志（简称 CQC 获证组织标志）如图 1 所示，该标志包括获证组织图标和相应的管理体系认证注册号。

3.1 The certified organization mark certified by CQC management system (hereinafter the CQC certified organization mark) is as shown in figure 1, this mark include certified organization

icon and the management system certification and registration No..

色号:“PANTONE” Blue 072C

Color No.: “PANTONE” Blue 072C



认证注册号

Certification and registration No.

图标 1

Icon No.1

- a) CQC 获证组织标志是 CQC 准许获证组织在特定场合有条件使用以表示其获证范围内管理体系符合相关管理体系标准或技术规范的证明性标记。
- a) CQC certified organization mark is conditionally used as permitted at particular occasion by CQC to indicate it is a prove mark in compliance with the related management system standards or technical codes.
- b) 获证组织使用 CQC 获证组织标志必须将获证组织图标和相应的管理体系认证注册号一起使用。
- b) When certified organization uses the CQC certified mark, it must also use the certified organization icon and corresponding management system certification and registration No..

### 3.3 IQNet 获证组织标志

### 3.3 IQNet certified organization mark

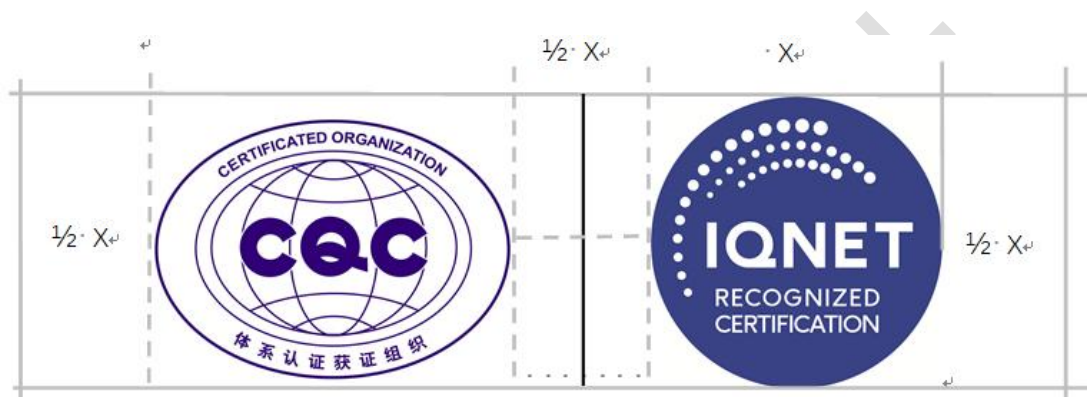
获证组织可选择 IQNet 组织标志，但只可以选择以下二种标志组合方式：

Certified organization can select IQNet organization mark, but only one of the combinations below:

- a) CQC 获证组织标志和 IQNet 获证组织标志的组合标志，如图标 2。CQC 获证组织标志应与 IQNet 获证组织标志并列排放且应将 CQC 获证组织标志置于左侧,CQC 管理体系认证注册号置于 CQC 获证组织图标下方，IQNet 认证注册号置

于 IQNet 获证组织标志的下方。IQNet 标志打印版本的直径最小为 21mm，电子版本的直径最小为 85px。

- a) The combination of the CQC certified organization mark and IQNet certified organization mark which is as shown in icon 3. CQC certified organization mark shall be arranged in parallel with the IQNet certified organization mark and placed at the left. CQC management system certification and registration No. Are placed below the CQC certified organization icon. IQNet certification and registration No. Shall be placed below the IQNet certified organization mark. The minimum diameter of the printed drawing of IQNet mark is 21 mm, the minimum diameter of electronic print is 85 px.



认证注册号

IQNet 认证注册号

Certification and registration No.

The certification and registration No. Of IQNet.

图标 2

Icon No.2

**3.4 获证组织在使用获证组织标志时还应当遵守以下规定：**

**3.4 Certified organization shall comply with following provisions when using certified organization mark:**

- a) 保证只在涉及证书所限定的范围的场合使用获证组织标志；
- a) It is assured that the certified organization mark shall only be used on the limited occasion involved in the certificate;
- b) 接受中心对标志使用情况的监督检查；
- b) Accepting the supervision over and audit of the mark from the center;
- c) 认证有效期内的管理体系不符合认证要求，中心将责令认证供方限期改正，在纠正期间不得使用获证组织标志。

- c) With respect to the management system which is in non-compliance with the requirements during the validity duration, the center will censure the certified Party to modify and is prohibited from using certified organization mark during the correction period.

COCC 文件