

MALAYSIAN PALM OIL BOARD



MPOB CERTIFICATION BODY STANDARD OPERATING PROCEDURE

16

**USE OF CERTIFICATIONS MARKS AND
ACCREDITATION SYMBOLS**

	MALAYSIAN PALM OIL BOARD		Rev. No	3
	CODES OF PRACTICE		Eff. Date	01/09/2025
	STANDARD OPERATING PROCEDURE		Doc.	MPOB/CoP/SOP/16
	Use of Certification Marks and Accreditation Symbols		Name	

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.	The reference to certification and the use of certification marks shall be clearly stated as follows; a) There shall be no ambiguity regarding the certification status; b) Certification marks shall not be used on products or product packaging that is visible to the customer; c) Certification marks shall not be applied to laboratory tests, calibration, or test reports.		
2.	Certified premises shall adhere to the following requirements: a) Conform to the certification requirements when making reference to its certification status; b) Not make or permit any misleading statements regarding its certification; c) Not use or permit the use of any part of a certification document in a misleading manner; d) Upon suspension or withdrawal of certification, discontinue the use of all advertising materials that reference the certification; e) Amend all advertising materials when the scope of certification has been reduced; f) Not allow references to its management system certification to be used in a manner that implies the certification body certifies a product or process. g) Does not imply that the certification applies to activities outside the scope of certification; and h) Does not use the certification in a manner that could bring the certification body and/or certification system into disrepute or diminish		

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	public trust.		
3.	The MPOB Certification Unit shall ensure proper control over the ownership of certification-related documents.		
4.	The MPOB Certification Unit shall take necessary action to address incorrect references to certification status or the misleading use of certification documents, marks, or audit reports.		
5.	The actions may include, but are not limited to, the following: a) Requesting correction and corrective action; b) Suspending certification; c) Withdrawing certification; d) Publicizing the transgression; and e) Taking legal action (if necessary).	Certification Committee (CC) Evaluation Committee (EC)	

