



1. INTRODUCTION

- 1.1 After obtaining certification, a company (licensee) may wish to refer to its certification status on its products or statements. Certification normally entitles the certified company to endorse the relevant products/documents by using the certification symbol along with the certification number, in accordance with the prescribed guidelines in this document.
- 1.2 The guidelines in this document have been developed to encourage companies to use “Eco Label – Sri Lanka” Mark on their certified products to refer to their certification status. This document sets out the conditions for the use of “Eco Label – Sri Lanka” Mark by companies certified by NCPC-SL on their certified products as meeting the requirements of the appropriate Eco Label certification criteria. Where applicable, these conditions shall be met by all NCPC-SL Eco label certified companies including those which operate outside Sri Lanka.
- 1.3 The companies certified by NCPC-SL are entitled and encouraged to use the “Eco Label – Sri Lanka” mark as per the guideline on its certified products/reports/statements. Certified companies may also wish to use the “Eco Label – Sri Lanka” mark or claim certification status for promotional purposes, on brochures, websites and business documents or on proposals or quotations concerned with company’s certified products, subject to the conditions set out in this document.
- 1.4 As the inclusion of the “Eco Label – Sri Lanka” mark on certified products/reports/statements is not mandatory, the product/report/statement bearing this symbol can benefit from the acceptance established through mutual recognition agreements made among companies and certification bodies.

2. SCOPE

This document describes rules and provides guidelines to be adopted by certified clients on the use of NCPC-SL eco labelling certification mark , “Eco Label – Sri Lanka”.

3. RESPONSIBILITIES

Chief Executive Officer (CEO), Certification Manager (CM), Project Officer (PO) and Verification team

4. REFERENCE

Eco Label Certification Criteria

5. DEFINITIONS

mark : in relation to any commodity or product means the mark which the Institution has in terms to be the certification mark in respect of that commodity or product or of the manufacture, production, processing or treatment of that commodity or product; and

licence: permit to apply the certification mark issued by the Chief Executive Officer or by the Authorized Officer.

6. REGULATIONS

- 6.1 The “Eco Label – Sri Lanka” Mark shall only be used by NCPC-SL certified companies during the period when it holds Eco Label certification. It shall not be used by applicants or a body or its franchisee / subcontractor that



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is not certified by NCPC-SL. The “Eco Label – Sri Lanka” mark shall be used by certified companies only under the name, legal entity which it holds certification, only after certification is officially granted.

- 6.2 When promoting or providing proof of certification, certified companies shall declare the scope(s) of certification without ambiguity.
- 6.3 The “Eco Label – Sri Lanka” mark shall not be used on the products that do not contain certification. It shall not be used in such a way as to imply that NCPC-SL accepts responsibility for the activities carried out under the scope of certification.
- 6.4 The certified companies shall not authorize the use of “Eco Label – Sri Lanka” mark by their subcontractors or any other third party for the non-certified scopes of the company. It shall be the responsibility of each certified company to describe their certification status in a manner that does not imply certification in products that are outside their actual scope of certification and to thereby minimize the risk of a client / reader being misled. All concerned are encouraged to inform NCPC-SL if a violation of this policy is discovered by actions of certified companies or other parties.
- 6.5 There shall be nothing in reports and/or statements or in any attachments or other material, which implies or may lead any user of the contents of the reports/statements or any interested party to believe that the product is certified when in fact it is not the case.
- 6.6 For product certification the certification body may authorize the use of their mark on the products in accordance with their procedures. The certification body shall ensure that product conformity mark and any mark/logo/symbol used for management systems are distinct.
- 6.7 “Eco Label – Sri Lanka” mark Reproduction:
- 6.7.1 The “Eco Label – Sri Lanka” mark is given below and the certified company may reproduce the appropriate logo without changing the format. NCPC-SL certified companies are entitled to use “Eco Label – Sri Lanka” mark only for the products that fall within the scope of certification.
- 6.7.2 The “Eco Label – Sri Lanka” mark shall be legible and displayed only in the appropriate font and size. The company shall ensure that the design of “Eco Label – Sri Lanka” mark is not distorted.
- 6.7.3 The “Eco Label – Sri Lanka” mark may be reproduced in a single colour (either black or green) or colours indicated below.
- 6.7.4 The electronic reproduction of “Eco Label – Sri Lanka” mark is permitted provided that the requirements of this document are met, integrity of such reports shall be maintained and distortion of graphics of “Eco Label – Sri Lanka” mark shall be avoided.
- 6.8 Claim of “Eco Label – Sri Lanka” mark
- 6.8.1 The NCPC-SL Eco Labelling certification is company location specific. The Eco Labelling certification claim shall be related only to the specific company location that is covered under the scope of certification, and not with any other non-certified locations.
- 6.8.2 The certification claim by certified company shall be related to or associated only with the products for which it is certified by NCPC-SL, and not with any other activities in which the company or its parent



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organization is involved. The certified companies shall not use the “Eco Label – Sri Lanka” mark/ any statement with regard to certification to denote that all products are certified.

6.8.3 In brochures, proposals or quotations, the certified company shall distinguish products that are covered under Scope of certification from those that are not covered.

6.9 Misuse of “Eco Label – Sri Lanka” mark/ Certification status

6.9.1 In the event of company being put under abeyance or on suspension/ withdrawal/ expiry of certification, certification shall no longer be stated or suggested in any way. The company must immediately cease to display “Eco Label – Sri Lanka” mark on products or issue letters, statements and reports displaying the “Eco Label – Sri Lanka” mark and shall cease publishing and/or distribution of documents (including advertisements, websites etc.) containing the “Eco Label – Sri Lanka” mark or reference to NCPC-SL Eco Label certification. Companies shall also make appropriate arrangements to stop the use of the certification symbol by the licensees.

6.9.2 In the event of a company not complying with this document or found misusing NCPC-SL “Eco Label – Sri Lanka” mark, action will be taken against the company as per details mentioned in Terms and Conditions for maintaining eco labelling certification established by NCPC-SL.