



NVLAP

Assessor Training

Annex A: Referencing NVLAP Accreditation



Use of the NVLAP Term and Logo

- The term *NVLAP* and the NVLAP logo are registered marks of the Federal Government
- NVLAP grants permission to laboratories to use the term and symbol
- NVLAP reserves the right to control its use



- NVLAP policy is to ensure a uniform approach in the ways that laboratories refer to their accredited status
- Use of the NVLAP term and symbol means that the laboratory has attained a prescribed level of technical competence



- It is NVLAP's responsibility to ensure that the use of its symbol and other claims of accreditation do not misrepresent the laboratory's accreditation status and do not bring the accreditation process into disrepute



Misuse of NVLAP Logo, Term, Symbol

- NVLAP treats misuse of the logo, term or symbol very seriously
- Serious violations are referred to NIST Counsel
- Failure to comply with NVLAP conditions for referencing accredited status may result in suspension or revocation of accreditation
- Misuse of the term and symbol could undermine the credibility of the whole international conformity assessment process



Assessor Bulletin AB-3-2002

- AB-3-2002 (rev. 2007-09-14)- *Laboratory Policy and Procedures for Referencing NVLAP Accreditation*
 - Issued to remind assessors to check for laboratory compliance with NIST Handbook 150:2006, 1.8 and Annex A



- NVLAP relies on assessors to review a laboratory's use of the NVLAP term and symbol
- The review should include web sites, test and calibration reports, letterhead, contracts, business cards, brochures, advertising, etc.
- NVLAP Program Managers also check web sites at a laboratory's renewal



NVLAP Symbol

- The NVLAP symbol consists of the logo with a caption that contains the laboratory code number
- Caption shall appear below and in close proximity to the logo



NVLAP Lab Code 000000-0



NVLAP Term

- When using the term *NVLAP* to reference accreditation, a laboratory must include its laboratory code number; for example, “XYZ Laboratory is accredited by NVLAP (NVLAP Lab Code 000000-0)”



Laboratories **MAY**
NOT use the NVLAP
logo without the
caption





Acceptable Uses

- Laboratory personnel may use the NVLAP symbol on business cards



Uses (continued)

- An applicant laboratory may make reference to its applicant status, but shall not use the NVLAP logo or symbol
- A clear statement that accurately reflects the laboratory's applicant status is required



NIST Logo

The NIST logo is displayed in a large, bold, black, sans-serif font, centered on the slide.

- NIST logo is a registered trademark
- May not be used by NVLAP laboratories to reference NVLAP accreditation



- Laboratory must write its own policy and procedure describing in detail what it does to meet the requirements
- Laboratory may not simply reference Annex A of the NIST 150
- Laboratory may quote Annex A as part of its policy and/or procedure



- Misuse of the term and symbol leads to market confusion and unfair competition among laboratories
 - If the lab is not accredited it must indicate its status – it must not imply accreditation



Accreditation vs. Certification

- NVLAP accredits laboratories - it does not certify laboratories
- See the NVLAP web site for an article on the difference between accreditation and certification
- On the Publications and Forms web page



Found on the Internet!

http://www

Here are some “real-life” examples of misuse of the term and symbol found on lab web sites



Example 1

- **WRONG**

“We are accredited by the AIHA, NVLAP, State ELAP, NIOSH and PAT program.”

- **RIGHT**

“We are accredited by the AIHA, NVLAP (NVLAP Lab Code 000000-0), State ELAP, NIOSH and PAT program.”



Example 2

- **WRONG**

“XXXX is NVLAP certified to read bulk asbestos samples.”

- **RIGHT**

“XXXX is accredited by NVLAP (NVLAP Lab Code XXXXXX-X) for bulk asbestos analysis.”



Example 3

- **WRONG**

NVLAP, Certification # 000000-0)

- **RIGHT**

NVLAP (NVLAP Lab Code 000000-0)



Example 4

- **WRONG**

“Federal & State Accredited – Our laboratories are certified federally (NIST/NVLAP) and ...”

- **RIGHT**

“Our laboratories are accredited by NVLAP (NVLAP Lab Codes 000000-0 and 000000-0)”



Example 5

- **WRONG**

In-House Laboratory Accreditation, National Voluntary Laboratory Accreditation (NVLAP) Certification No. NVLAP 000000-0

- **RIGHT**

In-house laboratory is accredited by the National Voluntary Laboratory Accreditation Program (NVLAP Lab Code (000000-0) for ...



Example 6

- **WRONG**

Our laboratory is accredited by NIST/NVLAP

- **RIGHT**

Our laboratory is accredited by NVLAP
(NVLAP Lab Code 000000-0)



Example 7

- **WRONG**

...Laboratory Recognized by NIST for Quality

- **RIGHT**

...Laboratory Accredited by NVLAP (NVLAP Lab Code 000000-0) and meets the requirements of ISO/IEC 17025



Example 8

- **WRONG**

...United States Department of Commerce –
NIST for asbestos NVLAP

- **RIGHT**

...National Voluntary Laboratory
Accreditation Program (NVLAP Lab Code
000000-0) for bulk asbestos analysis



Not easy to tell which logo applies here



Atlanta
000000-0



Houston
000000-0



San Diego
000000-0

San Francisco
000000-0



For clarity, each laboratory should display its own symbol



NVLAP Lab Code 000000-0

Atlanta



NVLAP Lab Code 000000-0

Houston



NVLAP Lab Code 000000-0

San Diego



NVLAP Lab Code 000000-0

San Francisco



Another way to display the symbol



NVLAP Lab Code 000000-0
Atlanta

NVLAP Lab Code 000000-0
Houston

NVLAP Lab Code 000000-0
San Diego

NVLAP Lab Code 000000-0
San Francisco





Need Help?

- When in doubt, please call NVLAP.
- NVLAP Annex A Committee is tasked with making decisions about questionable uses of the term and symbol.