

ALLOWED USAGE OF IP LABEL

The IP label can be used by companies which would like to show their stakeholders that their business are certified, according to the IP standard.

It is mandatory to always use the IP label together with both company name and ID number, which starts with the letters IP and/or GC. There are fields under the IP label destined for ID number(s). Companies having two ID numbers should communicate both.

The label can be used on:

- Marketing materials
- Company publications (e.g. annual reports/financial reports)
- Mailing materials if all of the company's owned locations/websites/accommodations/manufacturing sites are covered by the certificate
- Delivery notes – homepage/SoMe
- Issued certificate by the certification body, accredited for the IP standard

The label is NOT supposed to be associated with a specific product. Therefore it is NOT allowed to use the label on:

- Products/raw materials (including packages, wrapping material, tape etc.)
- Product descriptions, documentation etc.

It is okay to scale up/down the IP label. Any other modification is NOT acceptable nor to use it in a way which breaks the "Terms and conditions".

SPACING AND SIZE

It is okay to scale down or enlarge the IP label but it is NOT allowed to modify the label's format/design.

Minimum size: 14 mm width

Maximum size: 70 mm width

The IP label can NOT be enlarged in a way which makes it larger than the company logo.

MARKETING MATERIAL AND FINANCIAL REPORTS

It is okay to use the IP label on websites, booklets and other materials which are related to the company name and describes your business. Feel free to add a link to www.sigill.se.

MAILING MATERIAL

On envelopes, mailing papers, invoices and delivery notes it is important to have a correct management of the IP label's placement. The IP label should be placed either near your company name and the company's logo or in the page footer. It is NOT acceptable to use it when the mailing material contains several locations/addresses/accommodations/manufacturing sites and not all of them are covered by the certification.

PRACTICAL MANAGEMENT

Download and instructions are found on www.sigill.se.

CONTROL

Random controls are done every year on up to 20 % of the companies registered for download. If any misuse are found the company gets a corrective action plan which should be implemented within 30 days. If the corrective action plan is not implemented, within 30 days, a penalty of 15000,- must be paid to Sigill Kvalitetssystem AB.