




北京鉴衡认证中心
China General Certification Center

**Reference to Validated / Verified Statements
and Use of Marks Management Procedure**
审定与核查陈述引用和标志使用管理程序


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Document information 修订记录

Version 序号	Description 修订内容	Date 修订日期
0	Initial development 首次编制	05/01/2022
1	Modify 5.2 修改 5.2	04/04/2023
2	Article 5, Clause 5.2: modify the rules for using external marks in accordance with the requirements of CNAS-R01:2023 Rules for the Use of Accreditation Marks and Accreditation Status Statements issued by CNAS. 第 5 条、5.2 款: 根据 CNAS 发布的 CNAS-R01: 2023 《认可标识使用和认可状态声明规则》中的要求修改外部标志的使用规则。	30/05/2023
3		

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1 General 总则

- 1 China General Certification Center (hereinafter referred to as the CGC) hereby develop this procedure to standardize the reference of CGC's validation / verification statements and/or the use of validation and verification marks by clients and/or responsible parties.

为规范北京鉴衡认证中心有限公司（以下简称“鉴衡”或“本机构”）审定与核查事项的委托方和/或责任方引用本机构签发的审定/核查陈述和/或使用本机构审定与核查标志，特制订本程序文件。

2 Scope and applicability 适用范围

- 2 This procedure shall apply to CGC's clients and/or responsible parties for validation and verification, intended users of validation / verification statements, and any other relevant parties.

本程序适用于鉴衡审定与核查事项的委托方和/或责任方，和其它任何审定/核查陈述的目标用户以及其他任何相关方。

3 定义

- 3 Refer to the Terms and definitions in the *VALIDATION AND VERIFICATION / CERTIFICATION QUALITY MANUAL (CGC-QMVV-A01)*. The definition specific to this procedure is as follows:

参见《审定与核查质量手册》（CGC-QMVV-A01）中的术语和定义。本程序特定术语和定义如下：

3.1 Party of reference to statement, party of using mark (hereinafter referred to as the Party) 陈述引用方、标志使用方（简称引用方/使用方）

- 4 Any individual, organization, or related party that references to or intends to reference to CGC's validation / verification statements and/or uses CGC's validation and verification marks, regardless of purpose.

引用本机构出具的审定/核查陈述和/或使用本机构的审定与核查标志，或拟引用/使用，的任何个人、组织、相关方，无论出于何种目的。

4 Responsibility 职责

- 5 CGC's business division shall be responsible for managing reference to validation / verification statements and the use of validation / verification marks.


鉴衡业务部门负责本机构审定/核查陈述引用和标志使用的管理。

5 Reference to statements 陈述的引用

5.1 Notification of reference 引用的告知

- 6 Before reference to CGC's validation / verification statement, the Party shall inform CGC of the content, purpose, means, medium, and other details of the reference. CGC recommends the Party to obtain confirmation prior to reference.

引用方在引用本机构的审定/核查陈述前，有义务告知本机构本次引用的内容、目的、方式、载体等信息。建议引用方在发布前征得本机构对拟发布引用的确认。

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5.2 Type of reference 引用的方式

7 The Party can reference to CGC's validation / verification statement using one of the following types:

- 1) Short reference: Refers to reference to only the conclusion of the validation / verification statement. Depending on the validation / verification programme, short references may state *Verified with reasonable assurance*, *Verified with limited assurance*, or *Validated*, etc.
- 2) Extended reference: Includes more information and/or a more comprehensive expression compared to a short reference. Extended references shall at least include the issuance date, opinion, and CGC's name. For example: *On [Date], CGC issued a verification statement confirming that the claim of [Entity] was verified with reasonable assurance* or *On [Date], CGC issued a verification statement confirming that the claim of [Entity] was verified with limited assurance* or *On [Date], CGC issued a validation statement confirming that there was no evidence indicating that the assumptions, methodologies, or limitations in [Entity's] claim led to unreasonable plans or forecasts*.
- 3) Full Reference: Refers to entirely and completely reference to the validation / verification statement.


引用方可以采用以下方式之一引用本机构的审定/核查陈述:

- 1) 短引用。即仅引用审定/核查陈述中的结论。根据不同的审定/核查方案，短引用的表述可能是“经核查且提供合理保障”、“经核查且提供有限保障”、“经审定”等；
- 2) 长引用。相比短引用，引用更多审定/核查陈述中的信息和/或更完整的表述。长引用至少应包括陈述签发的时间、结论和本机构的名称。根据不同的审定/核查方案，长引用的表述可能是“北京鉴衡认证中心有限公司于XXXX年XX月XX日出具核查陈述，确认XXXX宣称是经过核查的，并提供合理保障”、“北京鉴衡认证中心有限公司于XXXX年XX月XX日出具核查陈述，确认XXXX宣称是经过核查的，并提供有限保障”、“北京鉴衡认证中心有限公司于XXXX年XX月XX日出具审定陈述，确认经过审定，没有发现任何证据表明XXXX宣称中列举的假设、方法、限制条件导致了不合理地计划或预测”等；
- 3) 完整引用。即完整地引用本机构的审定/核查陈述。

5.3 Requirements of reference 引用的规定

8 Reference to CGC's validation / verification statements shall adhere to the following requirements:

- 1) The Party shall reference to CGC's validation / verification statement accurately and fairly, without distorting, altering, misrepresenting, excerpting out of context, or intentionally misleading potential readers, regardless of whether the reference is for public or non-public purposes.
- 2) CGC's validation / verification statements are only applicable to the validated / verified

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content of the responsible party's claim (including scope, time, and other specified information). The Party shall not use the statement for unvalidated / unverified content within the claim or for other claims.

- 3) CGC's validation / verification statements are only applicable to the specific claim explicitly listed in the statement (including its version and time). If the responsible party modifies or updates the claim after the statement is issued, the statement shall not be used for the revised claim.
- 4) If a short reference is used, the same medium shall also include the corresponding extended reference (e.g., elsewhere on the same page or in a footnote, on the same webpage or a link to another webpage, or on a different page in the same document), clearly indicating that the short reference originates from the extended reference.

如果引用方决定引用本机构的审定/核查陈述，需遵守以下规定：

- 1) 引用方应准确公允地引用本机构的审定/核查陈述，不得在引用时对本机构的审定/核查陈述进行歪曲、修改、偏离、断章取义、或有意引导潜在读者错误理解审定/核查陈述，无论本次引用是公开还是非公开的用途；
- 2) 本机构的审定/核查陈述仅对责任方宣称中被审定/核查的内容（包括被审定/核查的范围、时间等信息）负责，引用方不得将审定/核查陈述用于该宣称内未经审定/核查的内容，或用于其它宣称；
- 3) 本机构的审定/核查陈述仅对陈述中明确列出的责任方宣称（包括版本和时间）负责，引用方如果在审定/核查陈述签发后擅自修改或更新了责任方宣称的内容，则本次审定/核查陈述不得被用于修改或更新后的责任方宣称；
- 4) 如果引用方使用短引用，必须在同一引用载体上提供相应的长引用（例如在同一页面的不同位置或脚注、同一网页或直接链接至另一网页、同一文件内不同页面等），并明确说明该短引用是引用自该长引用。

6 Use of Marks 标志使用

9 CGC's validation and verification mark is as follows:

本机构的审定与核查标志如下：




ID 编号: XXXXXXXXXXXXXXXX

10 Where XXXXXXXXXXXXXXX shall be the unique validation / verification statement identifier (usually the statement or report number, following the numbering rules of the corresponding validation / verification programme).

其中 XXXXXXX 为唯一的审定/核查陈述编号（通常情况下为审定/核查陈述或报告编号，编号规则遵循对应的审定/核查方案）。

6.1 Use of CGC's Marks 本机构标志的使用

11 Based on the Party's preference, CGC's validation and verification mark may be used alongside

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the corresponding reference to the validation / verification statement (typically placed near the reference). The rules for using CGC's marks shall be consistent with the reference rules for statements. The Party shall not use the mark for unvalidated / unverified part in the claim or for unvalidated / unverified claims.

基于使用方的意愿，本机构的审定与核查标志可以与其对应的审定/核查陈述引用同时被使用（通常情况下标志可以置于引用之前或之后临近的位置）。本机构审定与核查标志的使用规定与陈述引用的规定一致。使用方不得将标志用于责任方宣称中未经审定/核查的内容，或用于未经审定/核查的责任方宣称。

- 12 The Party may reference to the validation / verification statement without using the mark.
引用方可以仅引用审定/核查陈述而不使用审定与核查标志。

6.2 Use of External Marks 外部标志的使用

- 13 If a validation / verification conducted by CGC falls under an accreditation by an accreditation body, the validation / verification statement may include the mark of the accrediting body. In such cases, the Party may use the external mark alongside CGC's mark, provided the Party complies with Sections 5.3 and 6.1 of this procedure. External marks shall be used together with CGC's mark and cannot be used independently.


NOTE: For example, if CGC is accredited by the China National Accreditation Service for Conformity Assessment (CNAS) for GHG validation / verification, CGC may include the CNAS accreditation mark on the statement, as same page as CGC's mark, for accredited validation / verification, accompanied by a declaration *CGC is accredited by the China National Accreditation Service for Conformity Assessment (CNAS), accreditation registration number VVXXX-EI. The CNAS accreditation mark only indicates CNAS accredits the organization's competence.*

如果本机构开展的某项审定/核查事项的资质或能力是经认可机构认可的，本机构的审定/核查陈述可能会附有认可机构的标志。此种情况下，使用方在遵守本程序文件第 5.3 节和 6.1 节规定的前提下，可以在使用本机构标志的同时使用外部标志。外部标志必须与本机构标志同时使用，不得单独使用。

注：例如，本机构获得中国合格评定国家认可委员会（CNAS）的温室气体审定与核查机构能力认可后，在出具被认可范围内的审定/核查报告/陈述/证书时，会在本机构标志同一页面上，使用 CNAS 认可标志，同时声明：“本机构经中国合格评定国家认可委员会认可（Accredited by China National Accreditation Service for Conformity Assessment），认可注册号为 VVXXX-EI。CNAS 认可标识仅表明 CNAS 对机构能力的承认。”

- 14 If the client and/or responsible party does not wish the validation / verification statement to include an external mark, they shall specify this in the validation / verification contract or notify CGC before the statement is issued, providing justification. CGC may accommodate the request if it does not conflict with external requirements, mechanism requirements, accreditation standards, or validation / verification standards. CGC shall reserve the right to decline such requests.

如果委托方和/或责任方不希望审定/核查陈述带有外部标志，需在审定/核查合同中约定或在陈述签发前告知本机构，并说明理由。在不违反外部要求/机制要求/认可标准/审定与核查标准的前提下，本机构可采纳委托方和/或责任方的要求。本机构有权不采纳委托方和/或

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责任

方不使用外部标志的要求。

7 Handling Violations 违规处理

- 15 If CGC discovers that the Party has violated this procedure in reference to statements and/or using marks, CGC shall take actions based on the severity and adverse consequences, including but not limited to oral or official warnings, requiring corrective actions, withdrawing validation / verification statements, public disclosure of the violation, and legal measures as necessary.

如发现引用方/使用方的陈述引用和/或标志使用不符合本程序文件时，本机构将根据其情节的轻重和引起不良影响后果，做出处理，包括但不限于：口头或书面警告、要求采取纠正或采取纠正措施、撤销审定/核查陈述、公布违规行为、及必要的法律措施。

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