



# INTERNATIONAL SEED TESTING ASSOCIATION (ISTA)

Secretariat, Zürichstrasse 50, 8303 Bassersdorf, CH-Switzerland  
Phone: +41-44-838 60 00, Fax: +41-44-838 60 01, Email: [ista.office@ista.ch](mailto:ista.office@ista.ch), <http://www.seedtest.org>



## Directive

### Conditions for referring to a laboratory's membership and/or accreditation and the use of the ISTA Logo

*any hardcopy of this document is not controlled copy - this document must be kept confidential*

	Created by	Reviewed by	Approved by
Date:	28.06.2003	19.11.2019	28.11.2019
Name:	ECOM	HoAT	ECOM
Valid from: 01.12.2019			

## **SCOPE**

The scope of this document is to outline conditions on how a laboratory may use the ISTA Logo and refer to its membership and/or accreditation status on cover letters or other documents, i.e. test reports, certificates or promotional material.

## **RELATED DOCUMENTS**

ISTA Accreditation Standard for Seed Testing and Seed Sampling

Procedures for Termination, Suspension and Withdrawal of ISTA Accreditation

## **RESPONSIBILITIES**

ISTA Members for appropriate use of the Logo

## **ABBREVIATIONS**

ECOM: ISTA Executive Committee Members

## **1. USE OF THE ISTA LOGO AND REFERENCE TO MEMBERSHIP AND ACCREDITATION**

### **1.1 General Conditions**

- The laboratory is responsible for the correct use of the ISTA Logo and reference to its membership or accreditation and misuse may lead to withdrawal of the membership or accreditation following the procedure mentioned under point 2.
- The laboratory must stop referring to its membership or accreditation in case of suspension, withdrawal or termination.

### **1.2 ISTA Logo**

The ISTA Logo has been officially registered and its use is restricted. An electronic copy which may be used for reproduction and printing purposes may be obtained from the ISTA Secretariat. The colour of the logo is black, and the size of the logo must not exceed 1.5 cm in diameter. The logo must remain square in format.

### **Illustration of the ISTA Logo**



### 1.3 Reference

#### **ISTA Member laboratories and accredited member laboratories**

ISTA member laboratories may refer to their membership or accreditation status by using the ISTA Logo and assigned code number following stated conditions.

The ISTA Logo must be placed either in the footer or the right- or left-hand side of the laboratory's cover letters accompanied by the ISTA Code number. The format of the ISTA Logo must be in compliance with conditions stated under 1.2. Further reference text is at the laboratory's discretion.

#### **Example of reference to ISTA membership (and/or accreditation):**



(Accredited) Member Laboratory XXYY01 [ISTA Code]  
of the International Seed Testing Association (ISTA).

### 1.4 Documents

The ISTA Logo may without further notice be quoted on:

- cover letters of the laboratory
- documentation for information, marketing and advertising purposes (printed and electronic media).

The ISTA Logo may not be quoted on:

- documents under the letterhead of any other organisation the member may be affiliated with if the impression is given that membership or accreditation refers to an entity other than the member laboratory.
- test reports and certificates.

### 1.5 Reference to the membership and accreditation status on test reports and certificates

The ISTA Logo must not be used on certificates and test reports. ISTA laboratories are allowed to make reference to their membership or accreditation on test reports and certificates at their own discretion.

### 1.6 Use of ISTA Logo on seed-bags and seals

The logo can only be used on seed-bags and seals when the lot has been sampled with the aim of issuing an ISTA Orange International Seed Lot Certificates (OIC).

### 1.7 Certificate of Accreditation

The 'Certificate of Accreditation' issued by the Secretariat to all ISTA Accredited Member Laboratories is the confirmation of a laboratory's competence to operate in accordance with the Association's regulations. The certificate or a copy thereof can be used by the laboratory to give evidence of its accreditation. The provisions of this document apply correspondingly. In addition, any copy of the certificate must be true to scale and be clearly identifiable as a reproduction.

## 2. MISUSE

In case a laboratory does not comply with the above-mentioned requirements, following measures are taken depending on the severity of the irregularity:

- legal action
- suspension of membership and/or accreditation
- withdrawal of membership and/or accreditation

## DISTRIBUTION LIST

Published at the ISTA website

## REVISION HISTORY

Version #	Changes
1.1	Added: <b>3.6 Use of ISTA Logo on seed-bags and seals</b> The logo can only be used on seed-bags and seals when the lot has been sampled with the aim of issuing an ISTA Orange International Seed Lot Certificates (OIC).
1.2	New template (Assigning responsibilities and abbreviations) Valid name of the ISTA accreditation standard Adjustment of the reference numbers Clarification on media, where the ISTA logo might be used