BOHS Logo Use Policy

British Occupational Hygiene Society
The Chartered Society for Worker Health Protection

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1. Purpose

The British Occupational Hygiene Society (BOHS) name, corporate logo and associated logos and marks are important assets of the Society.

Their use is controlled to protect the integrity and reputation of BOHS and to ensure that employers, workers, customers and members of the public can understand what a BOHS logo or mark represents.

This policy sets out who may use BOHS logos, the circumstances in which they may be used and the responsibilities of individuals and organisations authorised to display them.

2. General principles

BOHS logos and marks may only be used by individuals or organisations that are entitled or have been given permission to use them.

A BOHS logo represents only the specific status, approval or relationship for which it has been issued. It must not be used in a way that implies wider BOHS approval, accreditation, endorsement or association.

Permission to use one BOHS logo or mark does not give permission to use another.

Authorisation is not transferable to another individual, organisation, service or activity unless BOHS has expressly confirmed otherwise.

3. BOHS corporate logo

The BOHS corporate logo represents the British Occupational Hygiene Society as a corporate body and its use is controlled by BOHS.

It may be used by BOHS and by individuals or organisations where BOHS has specifically authorised its use, for example in connection with an agreed collaboration, event or activity.

Being a BOHS member does not in itself give an individual, their employer or their business permission to use the BOHS corporate logo.

Members may state their relevant membership category and use any post-nominal letters to which they are entitled. However, the BOHS corporate logo should not be used on an individual's or employer's website, stationery, advertising, vehicles or other business communications without specific permission from BOHS.

Similarly, employing BOHS members or individuals who hold BOHS qualifications does not mean that an organisation itself is approved, certified or endorsed by BOHS.

4. BOHS logos and associated marks

PSA Accredited Registers Quality Mark

The Register of Occupational Hygiene Professionals is administered by the Faculty of Occupational Hygiene (FOH) and accredited by the Professional Standards Authority for Health and Social Care (PSA).

Eligible professionals included on the Register are entitled to display the PSA Accredited Registers Quality Mark, subject to the conditions applying to its use.

The Quality Mark relates to the status of the individual registrant. It must not be used in a way that suggests that an employer, company or other organisation is itself accredited by the PSA or approved by BOHS.

The right to display the Quality Mark applies only while the individual remains eligible and registered.

BOHS Approved Training Partner logo

The BOHS Approved Training Partner logo may only be used by organisations that currently hold Approved Training Partner status with BOHS.

Approved Training Partners should use the current logo supplied by BOHS and only in connection with activities covered by their approved status.

The logo must not be used to imply that BOHS endorses other courses, products or services offered by the organisation.

If Approved Training Partner status ends, the organisation must stop using the logo and remove it from its website, marketing materials and other communications.

Directory of Occupational Hygiene Services logo

Organisations currently registered in the BOHS Directory of Occupational Hygiene Services may use the relevant Directory logo.

The logo indicates that the organisation is currently registered in the Directory. It should not be used to imply a wider BOHS endorsement of the organisation or all services it provides.

An organisation that is no longer registered in the Directory is no longer entitled to use the Directory logo and must remove it from its website, stationery, promotional materials and other communications.

BOHS Event Partner logo

Organisations formally partnering with BOHS on an event may use the relevant Event Partner logo where permission has been granted by BOHS.

The logo may only be used in connection with the event or activity for which it has been issued and for the agreed period.

It must not be used to suggest a wider or ongoing BOHS partnership, approval or endorsement.

At the end of the partnership or agreed period of use, the logo must no longer be used.

Breathe Freely

Breathe Freely is a BOHS campaign aimed at preventing occupational lung disease.

Organisations with an authorised relationship with Breathe Freely may use the relevant campaign logo or mark in accordance with the conditions and guidance provided by BOHS.

Permission to use a Breathe Freely logo relates only to the organisation's involvement with the campaign and does not give permission to use the BOHS corporate logo or imply wider BOHS endorsement.

5. Correct use of BOHS logos

Individuals and organisations authorised to use a BOHS logo must:

- use the current artwork supplied or approved by BOHS;
- use the logo only for the purpose for which permission has been granted;
- follow the relevant BOHS Brand Guidelines and any additional guidance provided with the logo;
- ensure that the logo remains clear and legible; and
- stop using the logo when the relevant status, approval, registration or partnership ends.

BOHS logos must not be altered, recreated, distorted, recoloured or combined with other elements in a way that changes their appearance or meaning.

An old or superseded version of a BOHS logo should not be used.

6. Misleading and unauthorised use

Use of a BOHS logo or mark may be considered unauthorised or misleading where an individual or organisation:

- uses a BOHS logo without permission or entitlement;
- claims a BOHS status, approval, accreditation or association that it does not hold;
- uses a logo for a different purpose from that for which it was issued;
- suggests that an organisation is BOHS approved because it employs a BOHS member, registrant or qualification holder;
- implies that a specific approval or partnership represents wider BOHS endorsement;
- continues to use a logo after the relevant entitlement has ended; or
- alters or misrepresents a BOHS logo.

BOHS takes unauthorised and misleading use of its name, logos and marks seriously.

Where potential misuse is identified, BOHS may contact the individual or organisation concerned to establish whether the use is authorised and, where appropriate, require the logo or misleading claim to be removed or corrected.

Where misuse is not resolved, BOHS reserves the right to take further appropriate action to protect its name, brand and intellectual property.

7. Reporting suspected misuse

Anyone who believes that a BOHS logo or mark is being used without authorisation, or that an individual or organisation is making a misleading claim about its relationship with BOHS, can report this through the BOHS Logo Misuse Reporting Form.

Where possible, reports should include the name of the individual or organisation concerned, the relevant website or webpage, contact details where known and evidence such as a screenshot.

BOHS will review the information provided and determine whether further action is required.

A report of suspected misuse does not in itself mean that a breach of this policy has occurred.

8. Further information

For questions about permission to use a BOHS logo or the correct application of BOHS branding, please contact marketing@bohs.org