

ERL Maintenance Support Sdn Bhd

Co. Reg. No. 199901023674 (498574-T)

MEMORANDUM

To: All Staff	Originator:	Thomas Baake / Md Azim
	Department:	CEO Office
	Tel:	+(60) 3-2267-7709
	Fax:	+(60) 3-2267-7770
	Website:	www.emskliaekspres.com
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Reference Number:
OMM.STF.M10100.1004.ADate:
18-May-22

<input type="checkbox"/> Urgent	<input type="checkbox"/> Review	<input type="checkbox"/> Comment	<input type="checkbox"/> Reply	<input type="checkbox"/> Retain
<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Info	<input type="checkbox"/> Note	<input type="checkbox"/> Call me	<input type="checkbox"/> Sign & Return

Attachment(s): ☐ None ☒ As listed below**Lloyd's Register Approval Mark Update**

Dear All,

With due respect to the new Lloyd's Register approval mark update for the ISO 9001:2015 & ISO 14001:2015 Management Systems, please be advised of the following regarding E-MAS documentation.

- All relevant Documented Information shall use the new update of Lloyd's Register approved ISO 9001:2015 and ISO 14001:2015 designation.
- Name cards and other printed literatures shall still valid until next renewal.
- The updated E-MAS office templates depicting the new Lloyd's Register mark are available at E-MAS portal.

For more information on guidance of using Lloyd Register Approval marks, please refer enclosed attachment.

Therefore your utmost co-operation is very much appreciated.

Sincerely



Thomas Baake
Chief Executive Officer

Attachments: 1. Guide of Lloyd's Register Approval Mark.
2. Sample of templates

cc: Document Controller

Using your Lloyd's Register approval mark with the UK National Accreditation Mark.



Congratulations on your Lloyd's Register approval

To help you to make the most of your achievement, here are our guidelines on how and when you can use your approval mark.

This mark shows that we have approved your company's Management System under the terms set out under United Kingdom Accreditation Service (UKAS) accreditation.



Using the mark

You can use this mark on your advertising, publicity literature and stationery.

The minimum height of the outer rectangle is 25mm, and of the inner rectangle is 20mm, for all materials. For A4 materials the maximum height of the outer rectangle shall be 37mm, and of the inner rectangle 30mm (which may be increased proportionally for larger paper sizes.).

In exceptional circumstances, the size may be reduced, for example, for reasons of space limitations, or cost, but the marks shall remain legible, with no infilling.

We provide a CMYK version of the mark for use on printed materials and an RGB version of the mark for use on screen.

You can only reproduce this mark in one colour; this should be the predominant ink colour of the document or letterhead. It can only be used in a set configuration as shown below.

Misuse of the mark

The mark can't be used on company buildings, flags, vehicles, or on any other product, even those designed for promotional purposes. The mark relates to the approval of your management system. So it can't be used on any document or packaging that may imply that Lloyd's Register (LR) has approved the product or service, including certificates.

The mark must only be used in relation to those aspects of your company's product or services covered by the scope of your approval, and in relation to the locations referenced on your certificate. You can't use the UKAS mark independently of the LR mark.

Correct use of the mark is a contractual obligation. Therefore, careless or knowing misuse of the mark, or if no action is taken by a customer after attention is drawn to

innocent misuse, can be grounds for withdrawal of the LR certificate. We monitor the use of the mark during surveillance and certificate renewal visits.

If your company's approval is withdrawn, you must stop using the mark and withdraw any material carrying it. Continued use of the mark in such circumstances will result in legal action being taken by LR.

If the mark changes.

If the mark is changed, we will advise you on the action to be taken.

Further help

If you would like any further guidance please contact your local office.

Alternatively, please contact us at enquiries@lr.org.



Get in touch

Please visit www.lr.org for more information

Care is taken to ensure that all information provided is accurate and up to date. However, Lloyd's Register accepts no responsibility for inaccuracies in, or changes to, information.

CIN004

Revision 1, May 2021

Lloyd's Register
1 Trinity Park
Bickenhill Lane
Birmingham B37 7ES,
United Kingdom

Lloyd's Register is a trading name of Lloyd's Register Group Limited and its subsidiaries. For further details please see www.lr.org/entities
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Using the Lloyd's Register approval mark and promoting your approval



Congratulations on your Lloyd's Register approval

As an approved client, you can now use a Lloyd's Register (LR) approval mark to demonstrate your achievement to clients, prospective clients and key stakeholders. This information note has been designed to help you get the most from your approval mark and provides guidance about using the mark.

Using the mark

You can use the relevant LR approval mark on your stationery, publicity material, company buildings, flags, vehicles, and so on. It can be reproduced in any single colour and at a size that is clearly legible.

We provide light and dark versions of the mark, with a CMYK variation for use on printed materials and an RGB variation for use on screen. This ensures the optimal display of your mark.

For organisations that wish to display the LR marks on any company vehicles, a larger sized mark is available in both the light and dark version for single and multiple certifications.

If the mark changes

If the LR marks change, you will be notified by your local LR office. Please update to the new mark at your earliest convenience. Ideally, this would take place in line with your next certificate renewal visit. Your company can

continue to use the previous LR mark for a reasonable time. Please contact your local LR client services team, who will be happy to assist you in updating to the current approval mark.

Examples of the LR approval mark:



Misuse of the mark

LR approval marks don't demonstrate product or service approval so marks can't be used on the product itself or on the product packaging. The mark relates to your management system and may only be used in this context.

You cannot use the relevant LR approval mark on test or calibration reports, certificates or on certificates of conformity.

The mark must not be used to imply that certification exists other than as defined in the LR scope and at the location(s) which is printed on your certificate.

Statement of Certification

A statement of certification can be applied on product packaging (that can be removed without the product disintegrating or being damaged) or accompanying information (considered as separately available or easily detachable) to demonstrate that you have a certified management system

Type labels or identification plates are considered as part of the product.

The statement shall include reference to;

- identification (e.g. brand or name)
- the type of management system and the applicable standard
- LR as the certifying body.

Correct use of your approval, including the LR mark or a statement of certification, is a contractual obligation. LR monitors the use of the mark and statements of certification during surveillance and certificate renewal visits.

Misuse of material and certificate withdrawal

The LR certificate can be withdrawn if your company misuses the mark or a statement of certification and continues to do this after attention has been drawn to the misuse.

If your company's LR approval is withdrawn, you must stop using the mark and / or any statement of certification and withdraw any material that promoted your approval. Continued use of the mark and / or statement of certification in such circumstances will result in legal action being taken by LR.



Get in touch

Please visit www.lr.org for more information

Care is taken to ensure that all information provided is accurate and up to date. However, Lloyd's Register accepts no responsibility for inaccuracies in, or changes to, information.

CIN003
Revision 0, 26 January 2018

Lloyd's Register
1 Trinity Park
Bickenhill Lane
Birmingham B37 7ES,
United Kingdom

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Level 2, KL City Air Terminal
KL Sentral Station
50470 Kuala Lumpur

Originator:
Department:
Telephone: +(60) 3-2267-7676
Fax: +(60) 3-2267-7770
Website: www.emskliaekspres.com
Our Ref: xxx.xxx.Mxxxxx.xxxx.x
Your Ref: None
Date:

Attention: Puan Noormah Mohd Noor, Chief Executive Officer

Subject:

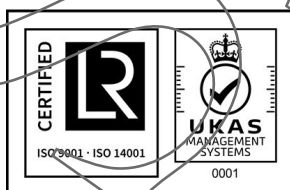
Dear Puan Noormah Mohd Noor,

Sincerely yours,

ERL MAINTENANCE SUPPORT SDN BHD

Thomas Baake
Chief Executive Officer

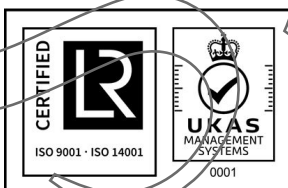
Attachments: {none}
cc: {none}



Date:

Your Reference Number: None

Our Reference Number: OM_.AAA.MXXXXX.XXXX.A



{Name}
{Address}

Originator:
Department:
Telephone: +(60) 3-2267-7676
Fax: +(60) 3-2267-7770
Website: www.emskliaekspres.com
Our Ref: xxx.xxx.Mxxxxx.xxxx.x
Your Ref: None
Date:

Attention: {Name}

Subject:

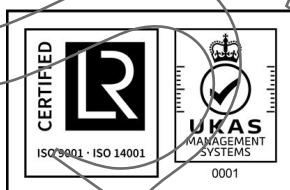
Dear Sir/Madam,

Sincerely yours,

ERL MAINTENANCE SUPPORT SDN/BHD

Thomas Baake
Chief Executive Officer

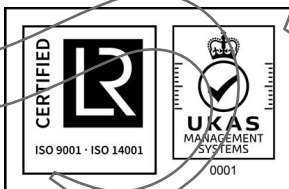
Attachments: {none}
cc: {none}



Date:

Your Reference Number: None

Our Reference Number: OM_.AAA.MXXXXX.XXXX.A



{Nama}
{Alamat}

Penulis :
Jabatan :
Telefon : +(60) 3-2267-7676
Fax : +(60) 3-2267-7770
Laman Web : www.emskliaekspres.com
Ruj. Kami : xxx.xxx.Mxxxxx.xxxx.x
Ruj. Tuan : Tiada
Tarikh :

Perhatian: {Nama}
Perkara:

Tuan,

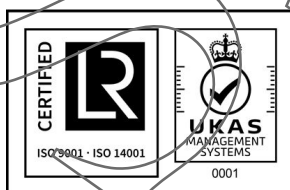
Terima Kasih.

Yang Benar,

ERL MAINTENANCE SUPPORT SDN BHD

Thomas Baake
Ketua Pegawai Eksekutif

Lampiran: {none}
cc: {none}



Tarikh:

Nombor Rujukan Tuan: Tiada

No Rujukan Kami:

OM_.AAA.MXXXXX.XXXX.A

