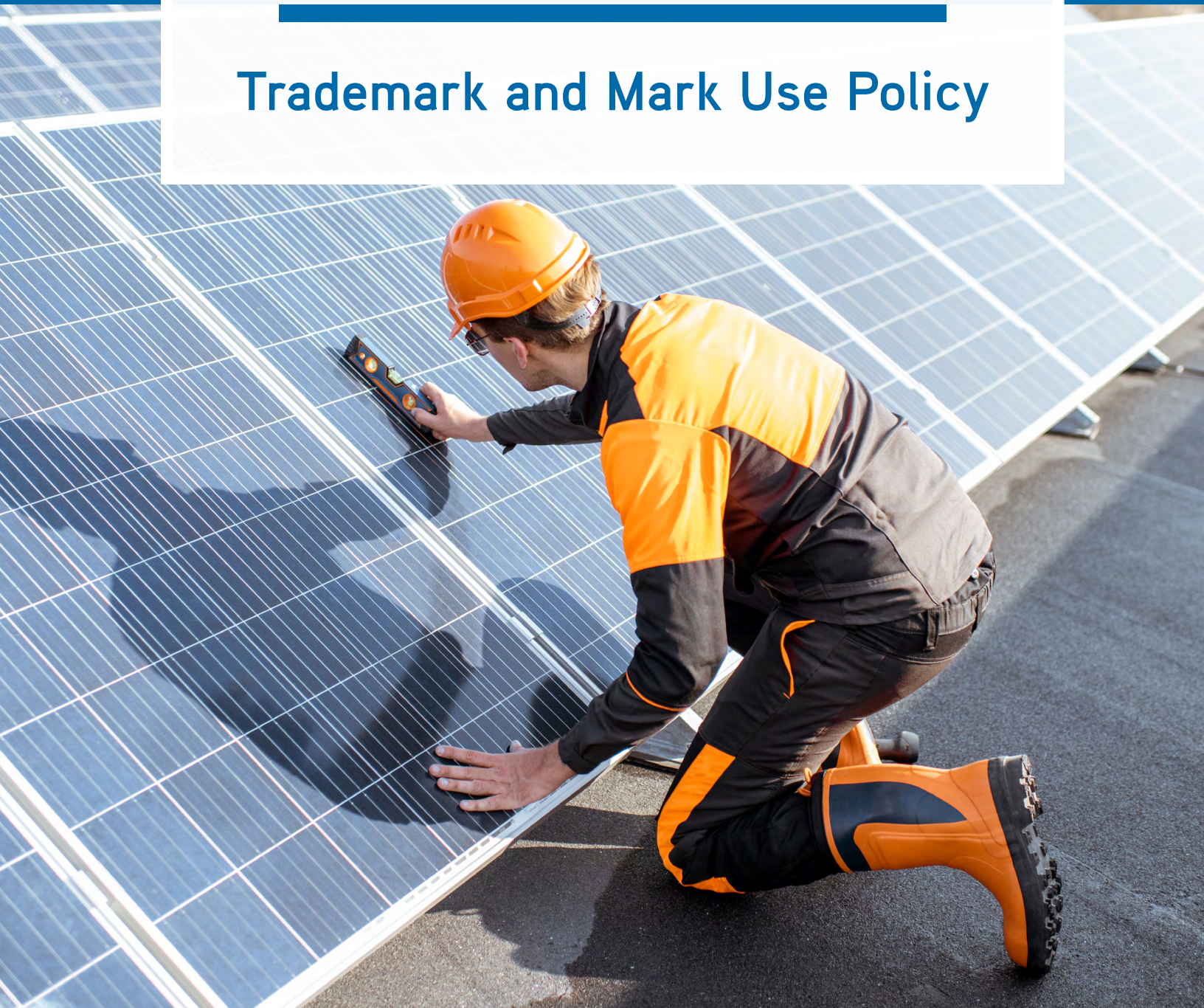


NABCEP[®]

Trademark and Mark Use Policy



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Raising Standards. Promoting Confidence.

I. NABCEP TRADEMARK USE POLICY

A. Policy Purpose

This Policy establishes the rules and requirements for use of all North American Board of Certified Energy Practitioners®, Inc. (NABCEP®) trademarks, including trademarks and service marks. NABCEP retains the sole and exclusive rights to use its Trademarks. NABCEP may create and use additional marks, as it deems appropriate.

B. Intellectual Property

Common business practice adheres to the following general use practice:

LOGO refers to a graphic image used for branding and marketing.

SEAL refers to the official mark of the organization; infers proof of authority.

WORDMARK refers to a logo image with text, or, copyrighted text.

NABCEP uses the term **trademark** to refer to all our trademark and copyrighted material. This Policy is intended to guide NABCEP credential holders and others to use NABCEP trademarks in accordance with our carefully conscripted rules.

C. NABCEP Terms of Use

Applicants

Individuals who have submitted any Application with NABCEP, through the myNABCEP Portal or through a Registered Training Provider

Associate

Individuals who have earned their NABCEP Associate Credential in Photovoltaics (PVA), Solar Heating (SHA), or Small Wind (SWA)

Board Certified

Refers to NABCEP Professionals who are certified as PVIP, PVDS, PVIS, PVCMS, PVTS, PVIS, SHIS, SHI

Board Eligible

Individuals who have successfully completed only the Exam portion of their NABCEP Professional Certification

Company Accreditation

A residential PV installation company who has fulfilled the requirements to become a NABCEP Accredited Company

Credential Holder and Certificant

Credential Holder is the umbrella term that includes any individual who has earned any NABCEP Board Certification or Associate Certificate

Registered Training Providers (RTP)

A training provider company, institute or individual who is registered with NABCEP to teach course content relevant to its credentials, aligned with its Job Task Analyses and approved by NABCEP

D. Users Guide

This document provides instruction for anyone wanting to use any of NABCEP's logos, seals or trademarks (Marks) in marketing, advertising, business or any other published material regardless of whether it is digital, paper, signage or any other format. NABCEP has registered its intellectual property with the United States Patent and Trademark Office (USPTO) in order to protect itself, consumers and all stakeholders from misrepresentation regarding the NABCEP Brand.

NABCEP holds all NABCEP Board Certified Professionals and Associate credential holders to high standards of ethical and professional practice. The NABCEP Brand symbolizes the quality and integrity of the corporation, and the high standards of its credential holders.

NABCEP Associates and Board Certified Professionals, as well as NABCEP Accredited Companies, Registered Training Providers and Sponsors are granted a limited license to use NABCEP's Marks only in accordance with this Policy.

Manufacturers, installation companies, educational institutions, media outlets and anyone else wishing to reproduce NABCEP's Marks, must have prior written permission from NABCEP.

To check the validity of a NABCEP affiliation, check the Professional Directory for NABCEP Associates or Board Certified Professionals; for claims of Company Accreditation, visit the Company Accreditation page on the NABCEP website; for Registered Training Providers, check the NABCEP Course Catalog.





Written Permission Required:

Except as otherwise described below, NABCEP's names and marks may be used solely with the written permission of persons obtaining specific authorization from NABCEP's President/CEO or their agent. Use of NABCEP's name and marks in a manner that implies endorsement of programs, products, or services of any entity not directly associated with, or licensed in writing, is prohibited. At the discretion of NABCEP's President/CEO, registered marks should be shown with the symbol ®, designating their status as federally registered trademarks, and unregistered trademarks should be shown with the designation "TM." Where the use of such symbols is not so required, use of the NABCEP name and marks shall, whenever feasible, be accompanied by a legend on any publication, and at the bottom of any webpage, stating that, "NABCEP marks are registered trademark(s) of the North American Board of Certified Energy Practitioners® (NABCEP®), used here with permission."

Associates, Certificants, Registered Training Providers, Sponsors and Accredited Companies

Only those who maintain an active credentialed status, and are in good standing with NABCEP, are authorized to use a NABCEP Mark. Each credentialed individual may use the Mark in professional advertising and informational materials, including telephone directory listings or advertisements, business cards, letterhead, brochures, signs, stationery, packages, and other similar marketing materials, consistent with the rules as explained in this Policy. The Mark is personal to the individual and may not be transferred or assigned to any other individual, organization, business, or entity. Certificates may not be displayed for purposes other than verification of the professional's credential and should be displayed only when the credential holder is current and in good standing with NABCEP.

II. TRADEMARKS, SEALS, LOGOS & BADGES

A. Policy Purpose

NABCEP certification marks and credential marks (NABCEP Certification Marks, or “Marks”) certify that authorized individuals performing renewable energy services have satisfied applicable certification requirements established by NABCEP. NABCEP Certification Marks represent a standard of excellence in the field of renewable energy. Verification is available from our Professional Directories at www.nabcep.org.

NABCEP Company Accreditation marks represent that qualified residential solar photovoltaic (PV) installation companies have satisfied all applicable NABCEP Company Accreditation Policy requirements and related directives of NABCEP. Accredited Companies are listed on the Accredited Companies Page at www.nabcep.org.

NABCEP Registered Training Providers marks (NABCEP RTP Marks) represent that qualified training providers have satisfied all applicable NABCEP Registered Continuing Education Provider and/ or Registered Associate Provider Policy requirements and related directives of NABCEP. Registered Courses are listed on the Course Catalog linked on the website at www.nabcep.org.

NABCEP Sponsorship marks (NABCEP Sponsor Marks) represent that authorized individuals and firms support the mission and programs of NABCEP, and have made a financial contribution to the organization (NABCEP Sponsors).

This Policy has been developed to aid qualified users of NABCEP Trademarks in understanding the rules and requirements for proper use of the marks in professional and business materials.

B. NABCEP Marks

1. Mark Ownership.

NABCEP retains all trademark and other ownership rights concerning all NABCEP Marks. NABCEP may create and use additional certification marks, as it deems appropriate. The following NABCEP Marks are owned and controlled by NABCEP:



Photovoltaic

NABCEP PV Associate™
NABCEP PVA™



Solar Heating

NABCEP Solar Heating Associate™
NABCEP SHA™



Small Wind

NABCEP Small Wind Associate™
NABCEP SWA™



PV Installation
Professional

**NABCEP Certified
PV Installation
Professional®
NABCEP PVIP®**



PV Technical Sales
Professional

**NABCEP Certified
PV Technical Sales
Professional®
NABCEP PVTS®**



Solar Heating
Installer

**NABCEP Certified
Solar Heating
Installer®
NABCEP SHI®**



Small Wind
Installer

**NABCEP Certified
Small Wind
Installer®
NABCEP SWI®**



Photovoltaic

**NABCEP Certified
PV System Inspector™
NABCEP PVSI™**



Solar Heating

**NABCEP Certified
Solar Heating System Inspector™
NABCEP SHSI™**



**NABCEP PV Installer
Specialist™
NABCEP PVIS™**



**NABCEP PV Design
Specialist™
NABCEP PVDS™**



**NABCEP PV
Commissioning & Maintenance
Specialist™
NABCEP PVCMS™**



**NABCEP Digital Badge™
Available to Board Certified
Professionals and Accredited
Companies only.**



PV Installation
Company
Your Company

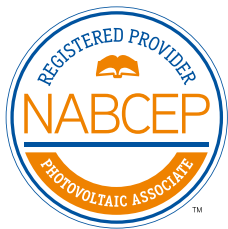
**NABCEP Accredited Company®
NABCEP Accredited
PV Installation Company®**



**NABCEP Global
Training Provider™**



NABCEP
Continuing Education
Registered Training
Provider™



NABCEP
Photovoltaic Associate
Registered Training
Provider™



NABCEP
Solar Heating Associate
Registered Training
Provider™



NABCEP
Small Wind Associate
Registered Training
Provider™



GOLD
NABCEP
Conference
Sponsorship



BRONZE
NABCEP
Conference
Sponsorship



PLATINUM
NABCEP
Conference
Sponsorship



SILVER
NABCEP
Conference
Sponsorship



GREEN
NABCEP
Conference
Sponsorship

2. Persons and Organizations Authorized to Use the Marks

Use of NABCEP Marks is limited strictly to those individuals who are credentialed, certified, registered or accredited and in good standing.

Each user of a Mark assumes sole responsibility for understanding and satisfying all applicable organizational and legal requirements related to the use and/or display of the Marks. NABCEP assumes no responsibility concerning the interpretation or application of such legal requirements.

NABCEP shall not be liable or otherwise responsible for any claims, complaints, suits, or damages whatsoever, relating to use or display of a NABCEP Mark by another.

C. User Responsibilities.

1. Appearance and Proper Use of the Marks.

a. Proper Use.

Each individual must use the appropriate Mark only in conjunction with their name, and in connection with the related services for which they were approved. Marks may not be positioned, displayed, or used in a manner which may lead the public to believe that a company or organization is certified or otherwise endorsed by NABCEP. The proper font for a user's name and/or certification number is "Arial Bold," in a font size such that the text is proportional to, or slightly smaller than, the text in the design mark.

b. Proper Appearance.

Marks must be associated solely with the individual authorized to use the Mark(s). Additionally, a Mark should always be used in its entirety, and must always appear with the appropriate subscript/superscript “®” (cntrl+altR) or “™” (cntrl+altT) trademark symbol.

With respect to other affiliation marks and/or logos, the NABCEP Mark may be located near these other marks or logos, but must remain separate and distinct so as to avoid confusion concerning the source of the certification, and to avoid the appearance that other marks, certifications, credentials, designations, or organizations are associated with, or endorsed by, NABCEP.

c. Digital Badges

NABCEP issues digital badges (Badges) to Accredited Companies and Board Certified Professionals to recognize skills and capabilities from system design to installation to inspection. NABCEP Digital Badges are portable, verified, and secure representations of acquired knowledge, skills, and achievements. Digital Badges provide employers, customers, and peers concrete evidence of the metadata represented by a NABCEP Certification or Accreditation.

The Badge must appear in its entirety, with reasonable spacing between each side of the Badge and other visual, graphic, or textual elements. Best practice for proper use of Digital Badges is to follow the instructions for linking the associated metadata whenever possible. Certificant and Accredited Company name and/or number may be added as with other NABCEP credentials.



d. Examples of Proper Use and Appearance.

Proper use and appearance of the NABCEP Marks include, but are not limited to, the following examples.



James Robinson
NABCEP PV Installation
Professional®
Certification #010101-01



James Robinson
Certification #010101-01

Digital Badges

PVIP	PVCMS
PVTS	SHP
PVDS	PVSI
PVIS	SHS



Photovoltaic
James Robinson
Certificate #123456

NABCEP Photovoltaic Associate™
NABCEP PV Associate™
NABCEP PVA™



PV Installation
Company
Your Company

ABC Solar Company
NABCEP Accredited Company®

ABC Solar Company
NABCEP Accredited PV Installation Company®



ABC Company

ABC Company
NABCEP CE Registered Training Provider™



ABC Solar Trainer

NABCEP PV Associate Registered Training Provider™



ABC Solar, Inc.

NABCEP Conference Sponsorship

Any questions concerning the proper use of NABCEP Marks should be submitted to the NABCEP President at info@nabcep.org.

2. Non-Assignability and Non-Transferability of the Marks.

Permission to use the appropriate NABCEP Mark is limited to the qualifying individual or company and may not be transferred to, assigned to, or otherwise used by, any other individual, organization, business, or entity.

3. Non-Interference with Use of the Marks by Other Credential Holders.

Authorized users may not prohibit, restrict, or otherwise limit the authorized and appropriate use of a NABCEP Mark by another authorized user.

4. Duty to Report Violations.

Anyone permitted to use a NABCEP Mark, has the responsibility to report the unauthorized use, misuse, or other violation of this Policy to NABCEP in a timely manner. This reporting responsibility includes any circumstance where the use of a NABCEP Credential Mark is related to an individual or organization that is not a NABCEP credential holder. See Section III for How to Report.

III. POLICY VIOLATIONS AND RELATED MATTERS

NABCEP reserves the right to use any and all remedies available under applicable laws and corporate policies to protect the NABCEP trademarks. Infringement or other misuse of any NABCEP Mark will be challenged. NABCEP Credential holders, Accredited Companies, Registered Training Providers and anyone else who has been granted express permission to use a NABCEP Trademark, are required to cooperate fully in the review and resolution of such matters.

Following receipt of information that an inappropriate or unauthorized use of a NABCEP Mark may have occurred, NABCEP will determine if responsive action(s) will be taken in accordance with this Policy and applicable laws. Reporters of misuse may remain anonymous.

A. Disciplinary Actions Related to Mark Misuse

Following notice and a fair opportunity to respond, a NABCEP Credential holder, applicant, Accredited Company, Registered Training Provider or Sponsor who acts contrary to the terms of this Policy or applicable law, may be sanctioned under applicable NABCEP policies.

All mark misuse complaints and other matters concerning potential violations of this Policy by anyone covered by this Policy, including Applicants, will be reviewed and resolved by the President. If the President determines that a violation has occurred, NABCEP reserves the right to deny and reject the Applicant's NABCEP Application, or issue other appropriate corrective conditions and/or sanctions. An Applicant may request an informal review of an adverse decision by submitting a written request for review to NABCEP. In addition, the NABCEP President may refer cases of accreditation mark misuse, infringement, or other similar matters to appropriate agencies.

In addition, the NABCEP President or their designee, may refer cases of mark misuse, infringement, or other similar matters to appropriate agencies and other organizations, or may initiate appropriate legal action.

B. Policy Violation Actions Concerning Third Parties

Following receipt of information that an inappropriate or unauthorized use of a NABCEP Mark(s) by a third party individual, organization, or company may have occurred, NABCEP will determine if responsive action(s) will be taken consistent with NABCEP policies and applicable federal, state and local laws. The reporter of information may or may not be contacted in furtherance of such responses, at NABCEP's sole discretion.

C. Reporting Prohibited Use

While NABCEP Credential holders have an affirmative duty to report instances of trademark misuse, anyone has the right to submit such reports. Instances of misuse must include more than an articulated account or suspicion. Screenshots, photographs, website links and any other hard evidence must accompany reports of violations of this Policy. Emails may be sent to info@nabcep.org or ethics@nabcep.org. NABCEP may contact the Reporter for additional information but the person or company responsible for the violation will not be informed how the information came to NABCEP.



NABCEP's mission is to establish and operate high-quality credentialing programs for renewable energy professionals. NABCEP credentials promote worker safety, provide value to practitioners and consumers, and set the standard for measurable cognitive skill levels.



NABCEP's PVIP and SHI Certifications are North America's only renewable energy personnel certification that has been ANSI accredited to the internationally recognized ISO/IEC 17024 standard.



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