RCE Logo Use Policy

Introduction

In order to promote Regional Centres of Expertise on Education for Sustainable Development (RCEs) and their activities, the United Nations University - Institute of Advanced Studies (UNU-IAS) serving as the Global RCE Service Centre has developed the RCE logo, which is presented below.

It should be strictly noted that the RCE logo as seen above should be used in its entirety and cannot be broken into its constituent parts.

Since the RCE logo includes the UN logo as an integral part, the UNU-IAS needed to obtain approval from the UN Legal Office in New York to use it. The UN Legal Office approved the use of the RCE logo with the following two conditions.

- The RCE logo should be used as an integral logo and its components cannot be used separately.
- The UNU-IAS should ensure that the RCE logo would be used properly in accordance with UN rules and regulations.

The RCE logo use policy was developed to meet the conditions set forth by the UN Legal Office.
RCE logo use policy

1. The RCE logo can be used for RCE-letterheads, RCE-related publications, reports, posters, brochures, banners and other RCE-related events, upon request by RCEs that are officially acknowledged by the UNU and upon approval by the Global RCE Service Centre.

2. The RCE logo should be used as an integral logo and should not be broken into its constituent parts. In other words, the RCE logo cannot be altered under any circumstances.

Copies of articles, reports, media interviews or other publications, related to the RCE initiative, that contain the RCE logo shall be provided to the RCE Global Service Centre. Electronic copies are preferred and these can be sent to rceservicecentre@ias.unu.edu.

Use on letterheads/envelopes for an individual RCE

An RCE who wishes to use the RCE logo on its letterheads/envelopes is requested to send the layout to the RCE Global Service Centre for its approval. Once approved, the letterhead with the RCE Logo can be used at any time. An example of such a letterhead is below.

Use on business cards for an individual RCE

If an RCE has a specific format for its business cards, the RCE logo use policy on letterheads/envelopes can also be applied.
Ad hoc use

Use of the RCE logo for ad hoc purposes will be approved on a case-by-case basis. This may include the use of the logo in brochures, posters, books and other printed and electronic publications, including banners for conferences and workshops.

The RCE logo can be used by RCEs and by members of the RCE network solely for RCE or ESD-related activities.

All entities interested in using the RCE logo should apply for approval to the RCE Global Service Centre through their related RCEs well in advance. The application should include the following information:

- Identity and nature of the organization that wishes to use the logo, and its relationship with the relevant RCE
- Purpose of the use of the RCE logo (for instance, for dissemination of a book, for promoting an international symposium, etc.)
- Proposed usage of the RCE logo (for instance, for use on a conference website, on flyers, posters, banners, programmes, etc.)
- Proposed duration of use of the RCE logo (for instance, from XXX date through the end of the event on XXX date)
- Names of the countries/territories where the publication/communications materials will be circulated

Further Inquiries

The logo is available in multiple electronic formats. Please send your request with details of proposed usage to rceservicecentre@ias.unu.edu.