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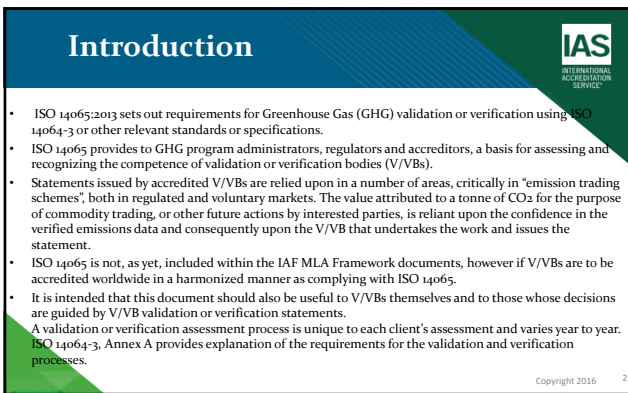
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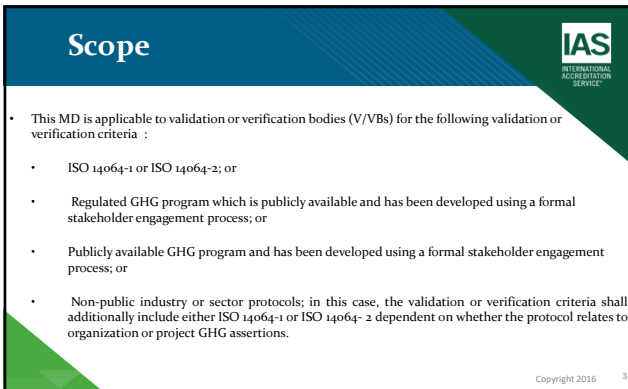
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**Scope**



- The resulting validation or verification statement shall clearly state whether the non-public industry or sector protocol conforms to ISO 14064-1 or ISO 14064-2 and if the protocol does not conform it shall state where the discrepancies are :
- The validated or verified GHG assertion may include a statement of emission per unit of product manufactured (generated or reduced) or similar. Where allowed by the program, and; if the client wishes to use statements taken from the GHG assertion and/or using the V/VB mark or GHG program mark for communication purposes, these statements and mark shall clearly state where the statements came from, including: the date of the GHG assertion, whether the statements are based on historical data and any limitation associated with the statements based on the data and information presented in the GHG assertion specific to the product and appropriate mark (refer to ISO/IEC 17030).
- The terms used in this MD are taken from the ISO 14064 series. Where a GHG program acceptable under A.1.1 uses different terms and definitions these shall be used and their link with definitions and terms in this document shall be evaluated and the consequence of any variation understood by the V/VB.

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**Terms & Definitions**



**Strategic analysis** - based on requirements in Clause 4.4.1 of ISO 14064-3 this means: "A review of the organization's or project's GHG information to assess:

- the nature, scale and complexity of the validation or verification activity to be undertaken on the client's behalf;
- confidence in the responsible party's GHG information and assertion;
- completeness of the responsible party's GHG information and assertion; and
- the eligibility of the responsible party to participate in the GHG program, if applicable."

**Assessment of risks** - based on requirements in Clause 4.4.1 of ISO 14064-3 this means: "The assessment of sources and the magnitude of potential errors, omissions and misrepresentations related to the validation or verification activities. The categories of potential errors, omissions and misrepresentations assessed shall be the following:

- a. the inherent risk of a material discrepancy occurring;
- b. the risk that the controls of the organization or GHG project will not prevent or detect a material discrepancy;
- c. the risk that the validator or verifier will not detect any material discrepancy that has not been corrected by the controls of the organization or GHG project.

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**Requirements**



**Legal and Contractual Matters :**

- The legally enforceable agreement shall include a policy governing marketing and other references to the V/VB that the V/VB authorizes its clients to use with respect to any GHG assertion. Where there is a license to use a validation or verification mark, or specific text, there shall be no ambiguity in the proposed use of the GHG assertion that has been validated or verified. The policy shall ensure, among other things, that no mark (as related to either the V/VB mark licensed to the client or a GHG program mark where the V/VB is responsible for monitoring the use of rules related to the application of the mark) or reference to the V/VB is placed on products or product packaging in a way that may be interpreted as denoting product certification.
- The legally enforceable agreement shall include a policy governing statement(s) taken from the validated or verified GHG assertion that the V/VB allows a client to use, including time limits and language (refer to A.1.2). The legally enforceable agreements shall also include requirements related to the use of the V/VB mark that may "endorse" the statement(s) made by the client.

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**Requirements**

**Governance and Management Commitment :**

- The V/VB shall ensure it carries out validation or verification processes consistent with the requirements of ISO 14065. In addition, the V/VB shall ensure that its systems are sufficiently documented to ensure the consistent application of any specific validation or verification criteria (reference A.1.1), which they choose to offer.

❖ **The V/VB shall establish a development process for each new validation or verification criteria (refer to A.1.1.) in which it wishes to operate. This development process shall provide outputs related to the following:**

- Identification of key stakeholders, and their expectations and requirements as applicable to the outcome of validation or verification activities;
- Review and understanding of the applicable validation or verification criteria requirements, involving the criteria owner where necessary;
- Consideration of V/VB strategic and business risks;
- Identification of the competence requirements for validators or verifiers, independent reviewers and support personnel, as relevant to each validation or verification criteria (refer to A.1.1.);
- Validation or verification criteria (refer to A.1.1.) specific validation or verification requirements;
- Confirmation that the proposed validation or verification arrangements will meet the validation or verification criteria (refer to A.1.1.) requirements;

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**Requirements**

**Management and Personnel :**

In determining a "sector", a V/VB shall consider that the term "sector" has different meanings for different types of validations and verifications. For any validation or verification, the term is related to the GHG assertion (whether associated with a GHG project or GHG inventory) and the expectations of interested parties. This enables a validator or verifier to comprehend the context (e.g. sources, sinks and reservoirs, industrial plant and processes, product supply chain process, boundaries, additionality, leakage etc. as appropriate) in which a validation and verification is being conducted.

**Competencies of Personnel :**

- The V/VB shall have personnel evaluated by a competent evaluator.
- The V/VB shall demonstrate how personnel have been evaluated and found to satisfy the following competence requirements as applicable:
- Competence related to management of an engagement;
- Generic validation competencies as per ISO 14065 Clause 6 and ISO 14066, plus any specific and/or sector specific competence, validation or project specific validation criteria (refer to A.1.1.); and
- Generic verification competencies as per ISO 14065 Clause 6 and ISO 14066, plus any specific and/or sector specific competence verification criteria.

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**Requirements**

- The V/VB shall have a documented management system (as per Clause 12) for responding to requests for validation and/or verification.
- The V/VB procedures shall ensure that prior to any quotation or agreement, sufficient information is obtained regarding the scope, objective, criteria, level of assurance and materiality of the validation or verification.
- The quotation shall be developed based on the information obtained taking into account the key issues applicable to the GHG assertion and the objectives of the validation or verification consistent with the validation or verification criteria, and the intended user as applicable to the GHG assertion.
- When considering quoting for validation or verification of a GHG assertion, the V/VB shall consider the key issues related to developing a quote, as applicable, including the:
  - ❖ Proposed level of assurance, materiality, criteria, objectives and scope;
  - ❖ Complexity of the GHG assertion;

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**Requirements**



- Complexity of the project or organisation and its measurement/monitoring processes.
- Organizational environment including the structure of the organization that develops and manages the GHG assertion.
- Baseline scenario for project validation and verification, including selection and quantification of GHG sources, sinks and reservoirs applicable to the baseline scenario.
- Identified GHG sources, sinks and reservoirs, and their monitoring for organization verification.
- Processes that deliver the information and data in the GHG assertion.
- Organizational links and interactions between stakeholders, responsible parties, client, and intended users (for definition refer to ISO 14064-3).
- Validation or verification criteria (refer to A.1.1) requirements.

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**Requirements**



- The time needed to carry out the validation or verification shall be determined by the V/VB. The time allocation shall be justified based on the review of the above information and recorded by the V/VB. Each engagement has unique aspects and the validation or verification process shall be customized accordingly.
- In cases where the V/VB quotation/agreement relates to a grouped project, the V/VB shall additionally consider logistics and planning related to validation or verification of the individual project(s) input to the grouped project single GHG assertion, and its impact on the duration of the validation or verification.
- The V/VB should take into account the information in Annex B when determining the time requirements for validation or verification of a GHG assertion related to a grouped project.
- In cases where the verification body quotation relates to a GHG assertion, which is based on a GHG inventory that includes a number of separate facilities level data and information inputs, the verification body shall additionally consider logistics and planning related to verification of the input from individual and combined facility(ies) data and related information to the GHG assertion, and its impact on the verification duration.

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**Requirements**



- The V/VB should take into account the information in Annex B when determining the time requirements for verification of a single GHG assertion, which includes a number of separate facilities level data and information inputs.
- The V/VB agreement (including any schedules or attachments) shall identify the proposed level of assurance, materiality, criteria, objectives and scope, including the agreed validation or verification criteria (refer to A.1.1.) as applicable, as well as the proposed validation or verification duration, and time frame for the proposed validation or verification

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**Requirements**



- The agreed validation or verification criteria shall include one of the options from A.1.1.
- The principles of the agreed criteria for validation or verification shall be used during the validation or verification process. The validation and verification criteria shall meet requirements as set down in A.1.1
- The principles as applicable to the agreed validation or verification criteria, shall be used by the V/VB and the validation or verification team to guide the validation or verification process, including evaluation of findings, conclusions, opinions and decisions reached regarding the GHG assertion.
- For project validation, the validation objectives shall include whether the planned project could reasonably be expected to achieve the claimed reduction and /or removal enhancements.
- When verification criteria include ISO 14064-1, where a GHG report is optional, and if the client chooses to issue a public GHG report which is verified, the V/VB shall confirm that the GHG report conforms to the applicable requirements for a GHG report (reference Clause 7.2 and 7.3 of ISO 14064-1).
- When the verification criteria include ISO 14064-1, the verification body shall ensure that if the organization makes public a GHG assertion claiming conformance to ISO 14064-1, the organization shall make available to the public a GHG report prepared in accordance with ISO 14064-1 or an independent third-party verification statement related to the GHG assertion. If the organization's GHG assertion has been independently verified, the verification statement shall be made available to intended users.

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**Requirements**



- When the validation criteria include ISO 14064-2, the review of a GHG assertion and its associated GHG project information shall include the validation of the client's justification for "selection or establishment of the criteria and procedures"
- When the validation criteria (refer to A.1.1.) allow the project proponent or client to select or establish criteria or procedures that relate to the determination of the baseline scenarios, GHG sources, sinks or reservoirs, monitoring processes etc the validation shall include an assessment of the project participant's or client's justification for the selection of criteria or procedures.
- The development of the validation and verification approach shall be based on the agreed criteria, scope, objectives, level of assurance and materiality; not just the quoted validation or verification duration. The validation or verification duration shall be increased or decreased as necessary throughout the planning process. The team competencies shall be reviewed as a result of the outcome of the planning process.
- The V/VB shall obtain sufficient information using a systematic, interactive, and where necessary, iterative process to input to the planning process.

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**Requirements**



- The V/VB shall review the outcome of the planning process in light of evidence and information gathered during the validation or verification process and amend the plans accordingly.
- The output from the strategic analysis shall be used as an input to the assessment of risks, sampling plan and validation or verification plan.
- The V/VB shall ensure that any conflict between the man-days quoted and the man-days needed to deliver the engagement, based on the outcome of the strategic analysis and assessment of risks, is resolved.
- The V/VB shall revise the validation or verification plan and sampling plan where the V/VB has identified or agreed to changes with the client related to validation or verification criteria, scope, materiality, level of assurance or objectives, or findings emerge that affect the conclusion of the strategic analysis and/or the assessment of risks.
- The specific data and information to be sampled shall be determined as part of the validation or verification planning and not on a spur of the moment during the data and information validation or verification. The sampling plan shall be detailed and documented before the commencement of the data and information validation or verification and shall be revised as necessary during the validation or verification.
- The development of the sampling plan shall determine the amount of information, evidence and data necessary to achieve the agreed scope, criteria, objectives, level of assurance and materiality.

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**Requirements**



- In approving the validation or verification plan, the validation or verification team leader shall ensure that it is complete and that all sub-elements of the plan provide for a complete integrated validation or verification process consistent with the agreed criteria, scope, objectives, level of assurance and materiality of the engagement.
- In approving the validation or verification plan, the validation or verification team leader shall confirm that the validation or verification duration, team competencies and team member assignments are adequate and fit the needs of the validation or verification.
- The validation and verification team shall ensure that there is consistency between the validation or verification plan and the contractually agreed objectives, scope, criteria, level of assurance and materiality. The validation or verification documentation shall clearly identify any approved variations to the agreement.
- Annex C may be used to explain and support validation or verification processes and systems.

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**Requirements**



**Evaluation of the GHG assertion :**

- The validation or verification shall be conducted with an attitude of professional scepticism, which assumes that the presented information and data may be wrong until proven differently, and take account of relevant stakeholder or market concerns and the applicable validation or verification criteria and associated principles.
- The verification body shall review any changes to GHG project or organization structure, GHG project plan or GHG inventory since the last verification.

For GHG project verification the verification body shall additionally consider:

- Outstanding issues from the validation report;
- The status of the implementation of the project; and
- Reliability of the external information and data used to justify the GHG emission determination.

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**Requirements**



- Verification of a project GHG assertion includes, in addition to verification of an organisation GHG assertion:
  - Verification of any changes to the GHG project plan including:
    - The identified GHG sources, sinks and reservoirs;
    - Baseline scenario;
    - Selection and quantification of GHG sources, sinks and reservoirs applicable to baseline scenario;
    - Monitoring of the GHG project.
- Verification of any changes to the justification for "selection or establishment of the criteria and procedures" referred to in A.8.3.3.7 and A.8.3.3.8 and its implementation; and
- Verification of any changes to the organisational links and interactions between stakeholders, responsible party (project proponent in some GHG program), client, and intended users; (for definitions refer to ISO 14064-3).

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**Requirements**

IAS  
INTERNATIONAL  
ACCREDITATION  
SERVICE

- The level of risk mitigation provided by the GHG information systems and controls shall impact the detail and level of validation or verification sampling.
- Where the validation or verification criteria impose requirements related to the GHG information systems or controls, conformance with these requirements shall be validated or verified.
- In cases where errors, omissions or misstatements are identified in the GHG data and information, the validation and verification team shall require that these are corrected by the client, and increase the sampling. Where non-material errors, omissions or misstatements cannot be corrected, the V/VB shall qualify the validation or verification statement. Where statements cannot be qualified, e.g. materiality or other program requirements are not met, the V/VB shall issue an adverse validation or verification statement

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**Requirements**

IAS  
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ACCREDITATION  
SERVICE

- The assessment of GHG data and information includes confirmation of the operability of the software and hardware used to process or generate the GHG data and information.
- The V/VB shall consider the applicable definitions in the agreed validation or verification criteria
- (refer to A.1.1) when determining whether a GHG assertion conforms to the validation or verification criteria.
- **Input into the assessment of the GHG assertion shall include:**
  - Contract requirements related to scope, criteria, objectives, level of assurance and materiality as well as any validation or verification criteria specific requirements;
  - GHG assertion;
  - Output from the strategic analysis and assessment of risks;
  - Output from the assessment of GHG information system and controls;
- **Output from the assessment of GHG data and information :**
  - Output from the assessment against validation or verification criteria.

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**Requirements**

IAS  
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SERVICE

- **In evaluating the risk of material discrepancies related to the GHG assertion, the V/VB shall consider:**
  - Views of the intended user.
  - Relevance and relative contribution of the various GHG emissions from all GHG sources, sinks and reservoirs;
  - Adequacy of the GHG information system and controls;
  - Complexity of organization or GHG project operations;
  - Monitoring process applicable to the GHG project or organization;
  - Relevant evidence from previous validations or verifications, as applicable.
- **The output from the assessment of the GHG assertion shall confirm that:**
  - Evidence gathered is sufficient to validate or verify the GHG assertion in line with the scope, criteria, objectives, materiality and level of assurance as agreed in the contract;
  - The validation and verification process, as carried out, has delivered the level of assurance as agreed;
  - Sampling and its results support, or not, a conclusion that there are no material discrepancies in the GHG assertion;
  - The GHG assertion is free from material discrepancy based on the evidence and findings from the validation or verification process and the agreed scope, objective, criteria, materiality and level of assurance. If the evidence and findings are not sufficient to reach this conclusion then; either.
  - The level of assurance and / or materiality of the engagement shall be amended.

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**Requirements**



- The validation or verification team shall submit to the V/VB, evidence and findings to substantiate and support its recommendations related to the GHG assertion (the proposed V/V statement). The evidence and findings shall link to the agreed validation or verification plan and sampling plan and be sufficient for the V/VB to carry out an effective independent review (refer to ISO 14065, Clause 8.5).
- The validation or verification team shall ensure that all material discrepancies are reported to the client including explaining their potential impact on the validation or verification statement.

**Review and Issuance of Validation or Verification Statement ISO 14064-3, Clause 4.9 Validation and verification statement :**

- In concluding (refer to ISO 14065, Clause 8.5) the independent reviewer shall take into account the evidence resulting from the following:
  - Whether the validation or verification plan, sampling plan and validation or verification process and its stated conclusions and opinions are consistent with the agreement related to level of assurance, materiality, criteria, objectives and scope;

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**Requirements**



- Findings from the strategic analysis and the assessment of risks.
- Whether the design of the validation and verification process and its stated conclusions and opinions are consistent with the requirements in the contract;
- Changes to the validation or verification plan or the sampling plan;
- The conclusion reached on GHG data and information; and
- The recommendation related to GHG assertion.

- The independent reviewer shall determine whether the validation or verification statement is consistent with findings from the validation or verification activities and that its stated conclusions and opinions are consistent with findings from the validation or verification and that nothing material has been omitted.
- The independent reviewer shall determine whether the validation or verification statement meets the requirements in validation or verification statements set out in the validation or verification criteria (refer to A.1.1.).
- Where there is no validation or verification statement requirement(s) set out in the validation or verification criteria, the validation or verification statement shall meet ISO 14064-3, Clause 4.9

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**Requirements**



- An accredited validation and/or verification statement related to a GHG assertion that does not include quantified GHG emissions data related to an organisation or GHG project shall only be issued if:
- There is a legal agreement between the V/VB and the client that any new GHG report, GHG project plan or GHG assertion released by the client subsequent to the initial validation or verification statement is validated or verified.
- For an organization, a (internal) GHG verification report conforming to ISO 14064-1, Clause 7.3, is part of the scope of the verification.
- ISO 14064-1 or ISO 14064-2 is part of the validation or verification criteria and the requirements are not reduced.
- The validation or verification statement is clear about what has been validated or verified and does not use language associated with management system certificates or conformity statements.

**The validation and verification statement shall :**

- Conform with ISO 14064-3, Clause 4.9, except in cases where regulated requirements overrule this;
- Be consistent with the outcome of the V/VB review.
- Contain a validation/verification opinion and conclusion that reflects material discrepancies that remain after the conclusion of the validation or verification, and be issued to the responsible party.

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## Requirements



- The level of assurance for non-regulated markets can vary across a validation or verification so some data or information is assured to a reasonable level of assurance and some data or information is assured to a limited level of assurance. In this case, the validation or verification statement shall identify the applicable level of assurance related to each conclusion and how each conclusion influences the final opinion.

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## Thank you!



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