



## FINAL ASSESSMENT REPORT (Version 01.1)

### SECTION 1: GENERAL INFORMATION

<b>Entity name and address of site(s) assessed:</b>	
<b>UNFCCC entity ref. no.:</b>	
<b>Type of assessment (Tick option(s) as appropriate):</b>	<div style="margin-bottom: 10px;"> <input type="checkbox"/> Initial accreditation  <input type="checkbox"/> Regular on-site surveillance  <input type="checkbox"/> Performance assessment  <div style="margin-left: 20px;"> <input type="checkbox"/> Validation (<input type="checkbox"/> project activity; <input type="checkbox"/> PoA)  <input type="checkbox"/> Verification (<input type="checkbox"/> project activity, <input type="checkbox"/> PoA) </div> <input type="checkbox"/> Reaccreditation  <input type="checkbox"/> Spot-check  <input type="checkbox"/> Extension of sectoral scopes  <input type="checkbox"/> Verification of corrective actions  <input type="checkbox"/> Specific assessment requested by AEP/A6.4 Supervisory Body </div> <div> Was an on-site assessment involved?  <input type="checkbox"/> No  <input type="checkbox"/> Yes  (<input type="checkbox"/> Entity office site; <input type="checkbox"/> Outsourced entity(ies)/other offices) </div>
<b>UNFCCC A6.4 project reference number:</b>	
<b>Project title:</b>	
<b>Version of accreditation standard:</b>	

<b>Sectoral scope(s) assessed:</b>	<input type="checkbox"/> 1. Energy industries (renewable - / non-renewable sources) <input type="checkbox"/> 2. Energy distribution <input type="checkbox"/> 3. Energy demand <input type="checkbox"/> 4. Manufacturing industries <input type="checkbox"/> 5. Chemical industry <input type="checkbox"/> 6. Construction <input type="checkbox"/> 7. Transport <input type="checkbox"/> 8. Mining/Mineral production <input type="checkbox"/> 9. Metal production <input type="checkbox"/> 10. Fugitive emissions from fuels (solid, oil and gas) <input type="checkbox"/> 11. Fugitive emissions from production and consumption of halocarbons and sulphur hexafluoride <input type="checkbox"/> 12. Solvents use <input type="checkbox"/> 13. Waste handling and disposal <input type="checkbox"/> 14. Afforestation and reforestation <input type="checkbox"/> 15. Agriculture <input type="checkbox"/> 16. Carbon dioxide capture and storage in geological formations
<b>A6.4-AT leader's name:</b>	
<b>A6.4-AT members' name(s):</b>	
<b>Start date of the assessment :</b>	
<b>On-site assessment dates (if applicable):</b>	
<b>Assessment status:</b>	<input type="checkbox"/> Assessment finalised <input type="checkbox"/> Proposed corrective actions not accepted <input type="checkbox"/> Implemented corrective actions not accepted <input type="checkbox"/> Post AEP decision <input type="checkbox"/> Any other status, please specify:

**SECTION 2: SUMMARY**

*For on-site assessment:*

*The A6.4-AT should provide a brief summary of the assessment process indicating the dates of the desk review (if applicable) and the assessment of the strengths and weaknesses of the AE/DOE according to the following sections of the "A6.4 accreditation standard" and/or the Assessment Workplan.*

*Section 4.3: Principle of risk-based approach*

*Section 6: Legal issues and matters*

*Section 7: Finance and liability*

*Section 8: Entity's management*

*Section 9: Safeguarding Impartiality*

*Section 10: Human resources and competence*

*Section 11: Information management*

*Section 12: Validation and verification/certification process*

*Section 13: Quality management system*

*Section 14: Compliant, dispute and appeal processes*

*Any other comments:*

*For performance assessment:*

*The A6.4-AT should provide a brief summary of the assessment process indicating the dates of the desk review and site visit (if applicable) and the assessment of the strengths and weaknesses of the AE/DOE according to the following sections of the "A6.4 accreditation standard" and the Assessment Workplan.*

*Section 10: Human Resources and Competence*

*Section 12: Validation and verification/certification process (The level of compliance of the DOE to their procedures and the A6.4 accreditation requirements.)*

*(a) Did the team of DOE make adequate in-depth analysis? (Describe with examples.)*

*(b) Did the team of DOE arrive at the right conclusions? (Describe with examples.)*

*(c) Was the internal review process adequate and was able to bring out all the shortcoming of the draft validation/verification reports?*

*Section 11: Information management (Were the required documents made public in accordance with the requirements and procedures of the DOE?)*

*Section 9: Safeguarding impartiality (List the checks made by the DOE related to its impartial functioning and determine whether these checks were adequate.)*

*Section 13: Quality management system (Did the DOE perform the validation and verification in accordance with their procedures?)*

*Any other comments:*

*For performance assessment:*

Did the DOE conduct the validation or verification/certification activity competently? ☐ YES ☐ NO

**List of documents prepared in relation to this assessment (e.g. workplan, desk review report, on-site assessment report, non-conformity forms):**

**Signature of A6.4-AT leader:**

**Date:**

**Comments by AE/DOE:**

<b>Signature of representative of AE/DOE:</b>	<b>Date:</b>
<b>Description of how the entity's comments have been addressed, refer to non-conformity forms as applicable:</b>	
<b>Signature by A6.4-AT leader:</b>	<b>Date:</b>
<b>SECTION 3: CONCLUSIONS FOR CONSIDERATION BY THE AEP</b>	
<p><b>For initial accreditation and reaccreditation and extension of sectoral scopes:</b>  List of sectoral scope that are applied for accreditation or accredited : e.g 1 to 3, 5, 7 to 9, 13, 14 &amp; 15</p> <p><b>For initial accreditation, regular surveillance and reaccreditation:</b></p> <p><input type="checkbox"/> No NCs have been raised, or all non-conformities (NCs) raised have been closed. The management system of AE/DOE complies with the accreditation requirements.</p> <p><input type="checkbox"/> X out of Y NCs raised are still open.</p> <p><b>For performance assessment:</b></p> <p><input type="checkbox"/> No NCs have been raised, or all NCs raised have been closed. The validation/verification process complies with the accreditation requirements.</p> <p><input type="checkbox"/> X out of Y NCs raised are still open.</p> <p><b>Additional comments:</b>  <i>This space may be used for comments that further substantiate the above conclusion. This space is also to be used for special assessments such as spot-checks or assessment of proposed/implemented corrective actions not accepted after the additional and final opportunity to resolve remaining NCs.</i></p>	
<b>SECTION 4: CONCLUSIONS FOR CONSIDERATION BY THE AEP FOR OTHER ASSESSMENTS (CASE SPECIFIC)</b>	
<p><i>(To be used only for special assessments or when proposed/implemented corrective actions are not accepted after the additional and final opportunity to resolve remaining NCs).'</i></p>	
<b>Signature by A6.4-AT leader:</b>	<b>Date:</b>

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Document information

Version	Date	Description
01.1	7 February 2025	Editorial revision to include “Section 4.3: Principle of risk-based approach” in section 2: Summary.
01.0	24 April 2024	Initial publication of form template.
Decision Class: Regulatory		
Document Type: Form		
Business Function: Accreditation		
Keywords: A6.4 mechanism, accreditation assessment		