# Basic Information

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date of application |  | | | |
| Name of the Organization |  | | | |
| Type of entity (Public/Private) |  | | | |
| Operational language of organization |  | | | |
| Organization Head (Title, Name and Position) |  | | | |
| Organization information | Physical address | |  | |
| Landline number | |  | |
| Phone number | |  | |
| Email | |  | |
| Website | |  | |
| Sectoral scope applied for  (As per the list of sectors and sources contained in Annex A of the Kyoto Protocol and KSA NDCs) | 1. Energy Industries (renewable/non-renewable sources)  2. Energy Efficiency  3. Energy Distribution  4. Energy Demand  5. Manufacturing Industries  6. Chemical Industry  7. Construction  8. Transport  9. Mining/Mineral Production   10. Metal Production  11. Fugitive Emissions from Fuels (solid, oil and gas)  12. Fugitive Emissions from Production and Consumption of Halocarbons and Sulphur Hexafluoride  13. Solvents Use  14. Water and Wastewater Management  15. Waste Handling and Disposal  16. Afforestation and Reforestation  17. Agriculture  18. Carbon Capture and Storage of GHGs (CCS)  19. Carbon Capture, Utilization and Storage (CCUS)  20. Other Sectors/Activities (please specify) | | | |
| Type of Accreditation Sought | | | | |
| Initial accreditation (applicable to VVBs which are not accredited under GCOM) | | Extension of the sectoral scope of accreditation | | Re-accreditation (please attach most recent certification) |
| Other (specify) |  | | | |

# Section A: information regarding your organization

|  |  |
| --- | --- |
| Description of the main activities of the applicant entity | |
|  | |
| Legal status of your organization | |
|  | |
| Total number of employees |  |
| Organization chart |  |
| Annual revenue for the recent year (at least five years) |  |
| Has the organization ever been accredited before to certify (i) Carbon Credits as part of Kyoto Protocol (ii) quality management systems and/or environmental management systems? (If so, state by which body) |  |
| Does the organization have an established formal system? (e.g., CDM or other) |  |
| Project Validation Fee (expected) |  |
| Project Verification Fee (expected) |  |

# Section B: information on top management senior staff

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Area of responsibility |  |
| No. of staff directly or indirectly  supervised in area |  |
| Experience and training |  |
| Qualified team members along with their qualification | |
| Name |  |
| Position |  |
| Area of responsibility |  |
| No. of staff directly or indirectly |  |
| supervised in area |  |

# Section C: documents to be submitted

|  |  |  |
| --- | --- | --- |
| Documentation to be submitted: | | |
| Duly completed application form | |  |
| Documentation on its legal entity status | |  |
| Names, qualifications, experience and terms of reference of senior management personnel such as the senior executive, board members, senior officers and other relevant personnel; | |  |
| Organizational chart showing lines of authority, responsibility and allocation of functions; | |  |
| Quality assurance policy and procedures, including procedures and manuals on how the entity conducts validation and verification certification activities; | |  |
| Administrative procedures including document control | |  |
| A demonstration that no conflict of interest exists between its functions. | |  |
| Schedule of internal audits, management review meetings and impartiality committee meetings, indicating planned and completed activities. | |  |
| Summary of the changes since previous on-site assessment (only for re-accreditation and extension of sectoral scopes | |  |
| Position |  | |
| Name |  | |
| Signature |  | |
| supervised in area |  | |

# Declaration

1. I certify that the information I have written on the application form and the documents I have submitted to GCOM are true and accurate.
2. I understand and agree that any false or misleading information about the organization will justify a denial of accreditation under the GCOM.
3. I warrant that I have read and complied with GCOM VVB Accreditation Criteria, and that all required attachments have been provided along with this form.
4. I hereby certify and declare that any validation and/or verification for projects under GCOM, upon accreditation, will be carried out in accordance with GCOM guidelines and standards.
5. I understand that providing false, inaccurate information, data or conclusions can be considered negligence, fraud, or willful misconduct.

|  |  |
| --- | --- |
| Name of representative on behalf of VVB |  |
| Signature |  |
| Date |  |