



# **Accreditation Process Overview**

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### **Introduction and Aims**

EnergyTag maintains two standards:

- The <u>Granular Certificate Scheme Standard</u>, details how **GC Issuers** should administer a robust GC Scheme.
- The <u>Granular Certificate Matching Standard</u>, details how <u>Claim Verifier</u> should properly verify GC Matching Claims.

To ensure robust implementation and maintain the value of the EnergyTag standards and brand, any claims by GC Issuers or Claim Verifiers to be "EnergyTag compliant" or "EnergyTag Accredited" with associated use of the EnergyTag trademark can only be made after accreditation by EnergyTag. EnergyTag recognizes the importance of having clear and streamlined accreditation processes in the early stages of this developing market to ensure adoption of our standards is both robust and seamless.



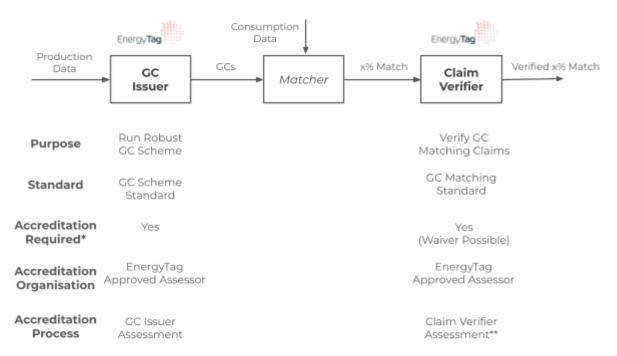
## Usage and Claims Relating to EnergyTag Standards

The EnergyTag standards are open source and published under the <u>Creative</u> <u>Commons 4.0 license</u>. **The use of our standards is free**.

However, for an organization to make claims to be "EnergyTag Compliant" or "EnergyTag Accredited" and use the EnergyTag logo, **EnergyTag Accreditation is required**. Accreditation brings several advantages:

- Encourages harmonized implementation of the standards,
- Protects EnergyTag's reputation as a standard,
- Avoids poor quality implementation that could damage standards,
- Recognition on the EnergyTag website for Accreditation Organizations,
- Use of EnergyTag trademark by Accredited Organizations.

## **Accreditation Requirements**



<sup>\*</sup>Required to claim to be "EnergyTag Accredited or Compliant"

Figure 1 - EnergyTag Accreditation Requirements

As shown in Figure 1 above, both GC Issuers and Claim Verifiers must be accredited to claim to be "EnergyTag Compliant" or "EnergyTag Accredited". Each accreditation process follows three basic steps:

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<sup>\*\*</sup> Currently not available, approval of GC Issuers is current priority

<sup>&</sup>lt;sup>1</sup> Applicants may claim to have "EnergyTag Accreditation applied for" during the Assessment process.



- **1. Application -** Where the Applicant (e.g., GC Issuer or Claim Verifier) <u>applies</u> to an EnergyTag-approved Assessor for Assessment.
- **2. Assessment -** Where the EnergyTag approved Assessor assesses the Applicants' compliance with the relevant standard based on the 4-eye principle.
- **3. Accreditation** If the Assessment is Successful, the Assessor Accredits the Applicant through the signature of the **EnergyTag Accreditation Agreement**.

The **two Accreditation Processes** are detailed fully here:

- 1. GC Issuer Accreditation Process,
- 2. Claim Verifier Accreditation Process (Proposed but not yet active<sup>2</sup>).

# **Accreditation Key Roles**



Figure 2 - EnergyTag Accreditation Roles

Figure 2 provides an overview of the key roles in the Assessment process:

- **Applicant** is GC Issuer or Claim Verifier and is responsible for:
  - o Paying Assessment Fee to Assessor before Assessment Completion,
  - o Providing documentation and feedback to the Assessor,
- **Assessor** is appointed by EnergyTag and is responsible for:
  - Assessing the Applicant,
  - o Providing a Final Assessment Report to the Accreditor.
  - Accrediting the Applicant
- Accreditor (EnergyTag) is responsible for:
  - Appointing the Assessor based on the <u>Assessor Selection Process</u>, to whom it delegates the accreditation of GC Issuers,
  - Maintaining and publishing the database of approved assessors on its official website.
  - Maintaining and publishing the database of approved GC Issuers and Claim Verifiers on its official website.

<sup>&</sup>lt;sup>2</sup> EnergyTag is currently focussed on GC Issuer Accreditation, as GCs are needed before Claims can be verified.



### **Conflicts of Interest**

Any conflicts of interest held by the Applicant or the Assessor shall be declared to the Assessor and the EnergyTag board and may have to be remedied at the discretion of the EnergyTag board.

### **Future Versions**

EnergyTag acknowledges that Accreditation is still in the early stages. Therefore, the process described in these documents may evolve. EnergyTag remains open to feedback about the process.

## **Revision History**

- Document created: 4-March-2024.
- Last reviewed: 12-November-2024.