

HKAS Application Package

– Accreditation of Greenhouse Gas (GHG) Validation and Verification Bodies

(申請指南中文版本見第 4 頁)

This document provides information relating to the processing of an application for accreditation of a GHG validation and verification body which provides GHG validation and verification services. Any GHG validation and verification body which is interested in seeking HKAS accreditation is reminded to study related accreditation requirements carefully before submitting its application.

1. Accreditation Standards

The applicant GHG validation and verification body shall comply with following accreditation standards.

- 1a. ISO/IEC 17029: 2019
Conformity Assessment – General principles and requirements for validation and verification bodies
- 1b. ISO 14065: 2020
General principles and requirements for bodies validating and verifying environmental information
- 1c. ISO 14066: 2023
Environmental information — Competence requirements for teams validating and verifying environmental information
- 1d. ISO 14064-3: 2019
Greenhouse gases – Part 3: Specification with guidance for the verification and validation of greenhouse gas statements

Note: The applicant GHG validation and verification body may purchase these standards through the Quality Services Division of the Innovation and Technology Commission (ITC).

2. Regulations for HKAS Accreditation and HKAS/HKCAS Supplementary Criteria

The applicant GHG validation and verification body shall comply with the requirements of the following documents as applicable.

- 2a. [HKAS 002](#)
Regulations for HKAS Accreditation
- 2b. [HKAS Supplementary Criteria No. 1](#)
Use of HKAS accreditation symbols and claims of accreditation status
- 2c. [HKAS Supplementary Criteria No. 2](#)
Nonconformities and their grading
- 2d. [HKAS Supplementary Criteria No. 4](#)
Interval between on-site reassessment and surveillance visits of an accreditation cycle

- 2e. [HKAS Supplementary Criteria No. 6](#)
Code of Conduct
- 2f. [HKCAS Supplementary Criteria No. 9](#)^[S1]
Accreditation Programme for Greenhouse Gas Validation and Verification – Validation and/or Verification of Greenhouse Gas Statements at Organisation Level, and Validation and/or Verification of Greenhouse Gas Statements at Project Level
- 2g. [HKCAS Supplementary Criteria No. 13](#)
Accreditation Programme for Greenhouse Gas Validation and Verification – Validation and/or Verification of Product Greenhouse Gas (GHG) Statement
- 2h. [HKCAS Supplementary Criteria No. 16](#)^[S2]
Accreditation Regulations Specific for HKCAS – Validation and Verification Body
- 2i. [HKCAS Supplementary Criteria No. 17](#)
HKAS Policy on Validation and Verification Programme for Environmental Information (only applicable to those validation and verification bodies providing validation and verification of environmental information statements in respect of a specific validation and verification programme)

The above documents are available at the website of HKAS
(<https://www.itc.gov.hk/en/quality/hkas/publications/index.html>).

3. Application Process

The applicant GHG validation and verification body is required to complete the following forms, submit them together with the required documents and pay an application fee (as detailed in [HKCAS 006](#) – Schedule of Fees for Accreditation of Certification Bodies and Validation/Verification Bodies within the Hong Kong Special Administrative Region) to HKAS Executive for processing:

- 3a. [HKCAS 005](#)
Accreditation of a Certification Body (CB) or Validation and Verification Body (V/VB) /
Extension of Scope of Accreditation of a CB or V/VB
- 3b. [HKCAS 021](#)
Assessment / Reassessment Questionnaire for Validation and Verification Bodies
 - [Annex I](#) – Scope of Accreditation Sought
 - [Annex II](#) – Management System Checklist Series
 - [Annex II\(A2\)](#) – Management System Checklist [for any Greenhouse Gas Validation and Verification (based on ISO/IEC 17029: 2019, ISO 14065: 2020, ISO 14066: 2023 and ISO 14064-3: 2019)
 - [Annex II\(B\)](#) – Management System Checklist (for Validation and/or Verification of Greenhouse Gas Statements at Organisation Level, and Validation and/or Verification of Greenhouse Gas Statements at Project Level)
 - [Annex II\(C\)](#) – Management System Checklist (for Validation and/or Verification of Product Greenhouse Gas (GHG) Statement)
 - [Annex II\(D\)](#) – Management System Checklist (Management System Checklist (for Validation and/or Verification in respect of a specific Validation and/or Verification Programme)

Detailed procedures for HKAS accreditation are given in [HKCAS IN001](#) [Application Procedures for HKCAS Accreditation (Informative)].

Please contact Ms Rebecca WONG Wan-ha at 2829 4863 if you have any query.

HKAS Executive
January 2024

香港認可處申請指南

– 溫室氣體審定和核查機構的認可

本指南乃為有意申請認可處認可資格的溫室氣體審定和核查機構而設，內容包括有關申請認可資格的資訊。有興趣申請認可資格的溫室氣體審定和核查機構在提交申請前應先細心閱讀相關的認可要求。

1. 認可標準

申請認可資格的溫室氣體審定和核查機構須符合以下的認可標準(只有英文版本)。

- 1a. ISO/IEC 17029: 2019
Conformity Assessment – General principles and requirements for validation and verification bodies
- 1b. ISO 14065: 2020
General principles and requirements for bodies validating and verifying environmental information
- 1c. ISO 14066: 2023
Environmental information — Competence requirements for teams validating and verifying environmental information
- 1d. ISO 14064-3: 2019
Greenhouse gases – Part 3: Specification with guidance for the verification and validation of greenhouse gas statements

備註： 申請認可資格的審定和核查機構可聯絡創新科技署轄下品質事務部，購買這些標準。

2. 認可規例及香港認可處/香港認證機構認可計劃補充準則

申請認可資格的溫室氣體審定和核查機構須符合載於以下適用文件的認可要求：

- 2a. [HKAS 002C](#)
認可處認可規例
- 2b. [認可處補充準則第 1 號](#)
使用認可處認可標誌及聲稱具備認可處認可資格
- 2c. [認可處補充準則第 2 號](#)
不符合項及其評級
- 2d. [認可處補充準則第 4 號](#)
認可周期內進行實地覆審與監察訪問之間相隔的時間
- 2e. [認可處補充準則第 6 號](#)
紀律守則

- 2f. [HKCAS Supplementary Criteria No. 9](#)^[S3] (只有英文版本)
Accreditation Programme for Greenhouse Gas Validation and Verification – Validation and/or Verification of Greenhouse Gas Statements at Organisation Level, and Validation and/or Verification of Greenhouse Gas Statements at Project Level
- 2g. [HKCAS Supplementary Criteria No. 13](#) (只有英文版本)
Accreditation Programme for Greenhouse Gas Validation and Verification – Validation and/or Verification of Product Greenhouse Gas (GHG) Statement
- 2h. [HKCAS Supplementary Criteria No. 16](#)^[S4] (只有英文版本)
Accreditation Regulations Specific for HKCAS – Validation and Verification Body
- 2i. [HKCAS Supplementary Criteria No. 17](#) (只有英文版本)
HKAS Policy on Validation and Verification Programme for Environmental Information (only applicable to those validation and verification bodies providing validation and verification of environmental information statements in respect of a specific validation and verification programme)

上述文件可於本處網頁免費下載

(<https://www.itc.gov.hk/ch/quality/hkas/publications/index.html>).

3. 申請程序

申請認可資格的溫室氣體審定和核查機構須填妥以下適用的表格(只有英文版本)並提交有關文件和按照 [HKCAS 006](#) (只有英文版本) (Schedule of Fees for Accreditation of Certification Bodies and Validation/Verification Bodies within the Hong Kong Special Administrative Region) 繳付申請費用。

- 3a. [HKCAS 005](#)
Accreditation of a Certification Body (CB) or Validation and Verification Body (V/VB) / Extension of Scope of Accreditation of a CB or V/VB
- 3b. [HKCAS 021](#)
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 - [Annex II\(D\)](#) - Management System Checklist (Management System Checklist (for Validation and/or Verification in respect of a specific Validation and/or Verification Programme)

如需了解詳細的申請程序，請參閱 [HKCAS IN001](#) [Application Procedures for HKCAS Accreditation (Informative)](只有英文版本)。

如有任何疑問，歡迎聯絡本處黃韻霞女士(電話: 2829 4863)查詢。

認可處執行機關

2024 年 1 月