Release Protocol

(ISO 14064-3:2019 GHG Verification)

Information from Audit team:

Client:	
Address	
Sites:	
Contact Person	
Relevant Standards	
Scope	
Industry Sector (NABCB-Scope)	
Audit Date	
Audit Team Leader	
Auditor(s):	
Trainee(s) / Expert(s):	
Verification Statement	

Attached documents:

☐	Questionnaire Proposal	☐	Attendances List Audit
☐	Contract / Contract Review	☐	Audit Checklist (if applicable)
☐	Preliminary Meeting Report	☐	Other Audit Documents
☐	Strategic / Risk Analysis Report	☐	Purchase Order/Signed contract
☐	Verification and Sampling Plan	☐	Findings Report (if applicable)
☐	Statement of impartiality	☐	Assurance Statement

The Audit Team Leader recommends:

☐ **Positive Verification Statement**

☐ **Limited Verification Statement (the limitation has to be clearly stated in the verification Statement**

☐ **Adverse Verification Statement / Denial of Verification Statement**

Assessment release person

Criteria / Assessment		Comment
Were all documents and information submitted for release of the verification?	☐ OK ☐ not OK	
Are all conditions agreed upon during the Preliminary Meeting appropriate throughout the entire verification process or were they modified if they are considered to be not OK as per the progress of the verification?	☐ OK ☐ not OK	
Is the verification carried out in accordance to all steps described in the PBPL procedure, ISO 14064 and the applied GHG programmes (verification criteria)?	☐ OK ☐ not OK	
Is the verification carried out in accordance with the stipulations of the contract?	☐ OK ☐ not OK	
Is the verification plan developed as per the results of the strategic and the risk analysis?	☐ OK ☐ not OK	
Is the verification carried out in accordance with the verification and sampling plan?	☐ OK ☐ not OK	
Has the strategic and risk analysis together with the verification and sampling plan been modified if it is considered to be necessary as per the progress of the verification?	☐ OK ☐ not OK	
Were all requirements for documentation as per PBPL procedure met during the verification	☐ OK ☐ not OK	
Is the verification report assessed to be complete and appropriate	☐ OK ☐ not OK	
Is the recommended verification statement in accordance with the conditions agreed upon with the client?	☐ OK ☐ not OK	
Is the recommended verification statement supported by the results of the verification actions of the verification team	☐ OK ☐ not OK	
Are all limitations (if any) clearly stated in the verification statement and described in the verification report?	☐ OK ☐ not OK	
Approval of the verification considering the verification statement?	☐ OK ☐ not OK	

Place, Date

Name, Technical Reviewer