

Company name	Participant no.	Certification body	Internal unique report no. of the Certification body

**Please enter all information legibly !!!**

**Operation/operating site (hereinafter referred to as operation):**

Address: \_\_\_\_\_

Coordinates:                      Latitude: \_\_\_\_\_                      Longitude: \_\_\_\_\_

Person responsible: \_\_\_\_\_

Country (of fuel production)                      \_\_\_\_\_

**Audit information**

Audit scope:                      EU

Audit type:                      Initial audit

Method & Date:    on-site ..... from ..... a.m./p.m. to ..... a.m./p.m.

                         on-site ..... from ..... a.m./p.m. to ..... a.m./p.m.

                         on-site ..... from ..... a.m./p.m. to ..... a.m./p.m.

                         on-site ..... from ..... a.m./p.m. to ..... a.m./p.m.

Total audit time on site (h): ..... Total time pre-/post processing (h): .....

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Name lead auditor

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Name(s) co-auditor (s)

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Name(s) trainee (s)

**Result of the audit**

Audit result	Classification	Measures
<b>100%</b>	<input type="checkbox"/> <b><u>COMPLIANT</u></b> REDCert requirements are completely satisfied	No corrective measures required
<b>75 - 99%</b>	<input type="checkbox"/> <b><u>PARTIALLY COMPLIANT</u></b> REDCert requirements are largely satisfied	Routine documentation, agree on corrective measures, check implementation
<b>&lt; 75 % or KO (knock-out)</b>	<input type="checkbox"/> <b><u>NON-COMPLIANT</u></b> REDCert requirements are <b>NOT</b> satisfied	Send audit report to REDcert and the national authority (within 24h after the inspection) <b>Follow-up audit required</b>

Follow-up audit required?     No                       Yes                       Copy received                      Proposed date: .....

\_\_\_\_\_  
Signature of the auditor

\_\_\_\_\_  
Signature (person responsible)

For accuracy:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of the person responsible at the certification body

### Certification body & risk assessment

Name of Certification Body		<i>Logo of Certification Body</i>
Registration number REDcert		
Name of accrediting body		
Accredited scope(s)		
Date of accreditation		

### Contact details of the certification body

Address: \_\_\_\_\_  
\_\_\_\_\_

Country: \_\_\_\_\_

Person responsible: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_ Website: \_\_\_\_\_

### Risk assessment

The audit was conducted based on the following risk assessment:

Name of risk assessment (file)	
Date of the assessment	
Result (e.g. low, standard, high)	
Comment	

### Other voluntary schemes

N/A

The economic operator has or had a certificate of (an) other voluntary scheme(s) recognized under Directive (EU) 2018/2001 art. 30 (4) or (6) (*expand list if necessary*)

Name of the voluntary scheme	
ID-Number of certificate	
Scope of the certificate	
Current status of certificate (e.g. valid, suspended, withdrawn, terminated)	
Valid until	

**Important: All fields are mandatory!**

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<u>Auditee Information</u>			
1. Information about the operation			
Company name (name of the operation)	0		
104 - Group certification of points of origin (please also fill out 3)	<input type="checkbox"/>		
2. Scope of application			
	REDcert-EU		
103 - Point of origin	<input type="checkbox"/>		
104 - Group of points of origins (central office)	<input type="checkbox"/>		
309 - Electrolyser	<input type="checkbox"/>		
440 - Electrolyser	<input type="checkbox"/>		
441 - Methanation Plant (RFNBO)	<input type="checkbox"/>		
442 - Methanol plant (RFNBO)	<input type="checkbox"/>		
443 - FT synthesis plant (RFNBO)	<input type="checkbox"/>		
444 - RFNBO Upgrading Plant	<input type="checkbox"/>		
501 - Supplier (dealer/warehouse/logistic center - before the last interface)	<input type="checkbox"/>		
502 - Supplier (dealer/warehouse/logistic center - after the last interface)	<input type="checkbox"/>		
3. Number of point of origins supplying carbon dioxide (only CO <sub>2</sub> that is eligible to be credited under e <sub>gX-use</sub> ) <input type="checkbox"/> N/A			
Inspected as part of the audit of the fuel producer			
Sites inspected (operating site and inspection date)  Expand list if necessary or attach as an enclosure!		Name, Street, Post code, City	Inspection date
	1		
	2		
	3		
	4		
	5		
4. Number of installations generating renewable electricity (if risk assessments indicates increased risk) <input type="checkbox"/> N/A			
Sites inspected (operating site and inspection date)  Expand list if necessary or attach as an enclosure!		Name, Street, Post code, City	Inspection date
	1		
	2		
	3		
	4		
	5		
<b>Note: All fields are mandatory!</b>			© REDcert

Information on fuel production

**1. Information on the fuel production plant**

<b>Start of operation</b>		
<b>Annual production capacity [t]</b> <i>Please specify fuel types. Expand list if necessary!</i>	Fuel 1	Capacity in t
	Fuel 2	Capacity in t
	Fuel 3	Capacity in t

**2. Information on type and amount of electricity used by the fuel producer**  N/A

	Type of electricity	<u>Estimated</u> amount of electricity that could be used annually in [MJ]	<u>Actual</u> amount of electricity used in the previous calendar year in [MJ]
1	Partially renewable electricity		
2	Fully renewable electricity		

**3. Information on type and amount of renewable fuel and CO<sub>2</sub> used by the fuel producer\***  N/A

	Type of renewable fuel <i>Expand list if necessary!</i>	<u>Estimated</u> amount of renewable fuel that could be used annually [t]	<u>Actual</u> amount of renewable fuel used in the previous calendar year [t]
1			
2			

  

	Type of CO <sub>2</sub> <i>Expand list if necessary!</i>	<u>Estimated</u> amount of CO <sub>2</sub> that could be used annually [t]	CO <sub>2</sub> is eligible to be credited under e <sub>ox-use</sub> (yes/no)	<u>Actual</u> amount of CO <sub>2</sub> used in the previous calendar year [t]
1				
2				

**4. Information on type and amount of renewable fuel produced by the fuel producer\*\***  N/A

	Type of renewable fuel <i>Expand list if necessary!</i>	<u>Estimated</u> annual amount of renewable fuel that could be produced annually [t]	<u>Actual</u> amount of renewable fuel produced in the previous calendar year [t]
1			
2			
3			

\*Additional information on the section "Information on type and amount of renewable fuel and CO<sub>2</sub> used by the fuel producer"

Please indicate the type of fuel used as an relevant input into the processes. For example, if a fuel producer uses RFNBO-H<sub>2</sub>, please type "Hydrogen".

The CO<sub>2</sub> that is eligible to be credited under e<sub>ox-use</sub> is described in section 7.5 of the scheme principles for the production of RFNBO and RCF. Please use the following terms for the types of CO<sub>2</sub>: fossil-CO<sub>2</sub>, biogenic-CO<sub>2</sub>, DAC-CO<sub>2</sub>, RFNBO/RCF-CO<sub>2</sub>, GEO-CO<sub>2</sub>

\*\*Additional information on the section "Information on type and amount of renewable fuel produced by the fuel producer"

Please indicate the type of fuel produced by the fuel producer. For example, if a fuel producer produces RFNBO-Methanol, please type "Methanol".

**Note: All fields are mandatory!**

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[Information on fuel trade](#)

Information on type and amount of renewable fuel delivered (scopes 501 and 502)

N/A

	Type of renewable fuel	<u>Estimated</u> amount of renewable fuel that could be delivered [t]	<u>Actual</u> amount of renewable fuel delivered in the previous calendar year in [t]
1			
2			
3			
4			
5			

*\*Additional information on the section "Information on type and amount of renewable fuel delivered"*

*Please indicate the type of fuel (delivered outgoing goods) by the trader as REDcert-EU certified. For example, if a trader trades RFNBO-hydrogen and RFNBO-methane, please type "Hydrogen" in row one and "Methane" in row two.*

**Note: All fields are mandatory!**

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**Key:**

Conform = full compliance

Minor NC = imited, isolated, temporary, not systematic

Major NC = potentially reversible, repeated and systematic

Critical NC / KO = intentional, irreversible, jeopardising integrity

N/A = Scheme requirement is not applicable

= Input field

= Input field with KO evaluation

= Input not possible

<b>Company name:</b>		<b>Audit date:</b>
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No.	Criterion/requirement	Evaluation					Comments / description of the inspected documents / records / certificates
		CONFORM	MINOR	MAJOR	CRITICAL / KO	NOT APPLICABLE (N/A)	
<b>1</b>	<b>System principles</b>						
<b>1.1</b>	<b>General system requirements</b>						
1.1.1	Is there a written commitment to comply with the scheme requirements withinin the scope of application? (e.g. in the form of a certificate or contract with REDcert)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.1.2	Is the scope specified consistent with the scope entered in the REDcert database?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.1.3	Is the information in the REDcert database up-to-date (e.g. contact persons, e-mail addresses, operating sites, etc.)?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.1.4	Are the requirements for using the Union Database (UDB) met?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.1.5	Is the information in the Union database (UDB) correct (e.g. VAT-ID, legal form, contact details)?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.1.6	Do the data recorded in the Union Database (UDB) match the data in the REDcert data base?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.1.7	Are there contracts with third parties (sub-contractors, external service providers, intermediaries) that ensure that all of the information necessary to meet the requirements has been passed on?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.1.8	If transshipment points are used, was their status as transshipment points verified on site at least once by the certification body responsible?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>1.2</b>	<b>Organisational structure</b>						
1.2.1	Are the responsibilities and duties of the employees clearly stipulated and documented in writing?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.2.2	Are the people affected aware of their duties?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.2.3	Has the operation appointed someone responsible for implementing and maintaining the QM system according to the REDcert requirements?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>1.3</b>	<b>Staff qualification and training</b>						
1.3.1	Are the employees responsible in the company aware of the requirements of Directive (EU) 2018/2001 (incl. Delegated Regulation (EU) 2023/1184 and 2023/1185 and the REDcert-EU requirements) and do they have the necessary knowledge (qualification) to meet them?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.3.2	Are the employees verifiably trained to fulfil their duties or can their qualifications be plausibly proven otherwise?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>1.4</b>	<b>Mass balance system</b>						
1.4.1	Has the operation introduced a suitable mass balance system that guarantees that the requirements of Directive (EU) 2018/2001 are satisfied?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.4.2	Does balancing of RFNBO occur at permissible intervals defined by the operation?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.4.3	Is balancing of RFNBO documented and does it include the necessary records of the relevant inputs received, changed in the operating process and delivered?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.4.4	Does the operation have appropriate technical equipment or procedures to carry out the mass balance accurately and properly?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.4.5	Was the accounting process complete and correct?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
1.4.6	Are the registered quantities, transaction and mass balance periods in the UDB correct and plausible (including all sites)?	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

<b>1.5</b>	<b>GHG calculation</b>								
1.5.1	Is the methodology for reporting or calculating GHG emissions based on actual values understood and correctly applied in accordance with the Delegated Regulation (EU) 2023/1185?								
1.5.2	If emission savings are credited under e <sub>EX-USE</sub> for CO <sub>2</sub> , can the fuel producer prove the admissibility of this credit? Can it be ruled out that the CO <sub>2</sub> was produced intentionally and are the quantities plausible?								
1.5.3	Are the required calculations carried out complete and plausible?								
1.5.4	Are all required information and data (incl. Standard values from Part B or Part C of Delegated Regulation (EU) 2023/1185 ) used documented, up-to-date and complete?								
<b>1.6</b>	<b>Documentation</b>								
1.6.1	Are the necessary documents and records checked to ensure that they are up-to-date and complete and kept in a safe place?								
1.6.2	Are the documents and records legible and is there a transparent link between the RFNBO and the records?								
1.6.3	Are the documents and records kept in line with the valid audit intervals and can they be provided?								
1.6.4	The self-declaration(s) submitted by the point of origin(s) is/are legible, complete and correct.								
1.6.5	Are all consignments to or services for other economic operators contractually defined and is the respective flow of goods documented?								
1.6.6	Are the scheme requirements satisfied when proofs of sustainability are issued?								
1.6.7	Are the issued proofs of sustainability complete, correct and consistent (e.g. REDcert template, national databases, Union Database (UDB))?								
1.6.8	Are the proofs of sustainabilities and the documents required for their issuance kept for at least 5 years?								
<b>1.7</b>	<b>Dealing with non-conformities</b>								
1.7.1	Is there a documented procedure for dealing with non-conformities and is it followed? Are corrective measures undertaken as quickly as possible?								
1.7.2	Are preventative measures e.g. in form of risk management scheme formulated and implemented to prevent future non-conformities from occurring?								
<b>1.8</b>	<b>Reporting and passing on information</b>								
1.8.1	Are the purchasers of RFNBO provided with all required data and information?								
1.8.2	Is it guaranteed that this data is handled confidentially when passing on sensitive company-related information to downstream operations?								
<b>1.9</b>	<b>Group organisation and group administration (Only if the prerequisites for group certification are fulfilled!)</b>								<input type="checkbox"/> N/A
1.9.1	Is there a central group administrative office responsible for the organisation and internal monitoring of the group members?								
1.9.2	Is there an up-to-date and complete site registry?								
1.9.3	Is the group homogeneous? Do the group members have -comparable production systems and products? -near adjacent areas? -similar characteristics?								
1.9.4	Are there valid contracts/invoices between the individual operations and the group management regulating their relationship?								
1.9.5	Is an internal audit carried out to determine whether new members satisfy the scheme requirements before they can join the group?								

<b>2</b>	<b>Process step-specific requirements</b>						
<b>2.1</b>	<b>General requirements</b>						
2.1.1	Has the operation identified / defined and documented the sequence of processes in its own scope of application?						
<b>2.2</b>	<b>Incoming RFNBO</b>						
2.2.1	Is it clear from the records who conducted the audit and verified the data and quantities upon receipt of RFNBO in the operation?						
2.2.2	Do the delivery documents contain the following for every quantity of RFNBO: - the name and address of the supplier/upstream operation - the certificate number and the name of the certification scheme - the type of RFNBO received - the quantity of RFNBO - the date the RFNBO was received - the GHG emissions in grams of carbon dioxide equivalents per megajoule - country of RFNBO production						
2.2.3	Are there purchasing contracts or other industry-relevant documents or documents similar to purchasing contracts?						
<b>2.3</b>	<b>Internal processes (processing and mixing)</b>						
2.3.1	Is every newly produced quantity of RFNBO from internal processes recorded in a mass balance system?						
2.3.2	Is the following data recorded: - emissions factors and values applied (with reference sources) - GHG emissions saving credits ( $e_{\text{GHG-USE}}$ , $e_{\text{CCS}}$ ) - type of internal process (e.g. electrolysis, refining, mixing of the RFNBO in tank storage, etc.) - quantity of relevant inputs that went into the process - quantity of RFNBO that went out of the process - process and facility-specific conversion rates/conversion factors (MJ/MJ)/ losses - upstream emissions - allocation of the GHG emissions - GHG emissions after allocation ( $E_{\text{ex-ou}}$ ) - GHG emissions after allocation (E) including emissions from the combustion of the RFNBO ( $e_{\text{J}}$ )?						
2.3.3	Are upstream emissions and resulting GHG emissions recorded in internal processes and are GHG emissions allocated?						
2.3.4	Do the records show who has carried out the control and verification of the information on the internal process in the establishment?						
<b>2.4</b>	<b>Outgoing RFNBO</b>						
2.4.1	Is the following data recorded at a minimum and passed on to the downstream operation: - the name and address of the downstream operation - the certificate number and the name of the certification scheme - the type of RFNBO supplied - the quantity of RFNBO - the date the RFNBO was supplied - the GHG emissions in grams of carbon dioxide equivalents per megajoule - country of RFNBO production						
2.4.2	Do these records make it possible to establish a connection to the documented incoming RFNBO?						
2.4.3	Are the incoming and outgoing quantities plausible?						



<b>3</b>	<b>Step-specific requirements</b>					
<b>3.1</b>	<b>Electrolyser</b>					<input type="checkbox"/> N/A
3.1.1	Has the operation introduced a suitable electricity-fuel balance that guarantees the documentation in accordance with Article 8 of the Delegated Regulation (EU) 2023/1184 and the REDcert-EU scheme and is the balance kept in accordance with the requirements on temporal correlation?					
3.1.2	Does the operation have appropriate technical equipment or procedures to carry out the electricity-fuel balance accurately and properly?					
3.1.3	If partially renewable electricity is used as input, does the fuel producer correctly determine the share of RFNBO- and non-RFNBO Hydrogen?					
3.1.4	If renewable electricity is claimed to be fully renewable, are the requirements of the Delegated Regulation (EU) 2023/1184 (e.g. additionality, temporal and geographic correlation) fulfilled?					
3.1.5	If the fuel producer has concluded one or more power purchase agreements, are these set up in such a way that they fulfil the minimum requirements of the scheme principles for the production of RFNBO and RCF?					
3.1.6	Is the electricity claimed to be fully renewable covered by a corresponding number of guarantees of origin that have been cancelled and have these been issued for the installation specified in the renewables power purchase agreement?					
3.1.7	If electricity consumed during an imbalance settlement period, can the fuel producer demonstrate that - power generating installations using renewable energy sources were redispatched downwards in accordance with Article 13 of Regulation (EU) 2019/943, and - the electricity consumed for the production of the fuel reduced the need to redispatching by a corresponding amount?					
3.1.8	Was the electricity-fuel balance complete and correct?					
<b>3.2</b>	<b>Last interface</b> <i>(Electrolyser, Fischer Tropsch, Methanol-Synthesis)</i>					<input type="checkbox"/> N/A
3.2.1	Does the operation calculate the greenhouse gas emission savings?					
3.2.2	Are the calculations complete and transparent?					
3.2.3	Are all required records available upon request?					
3.2.4	Are the requirements for greenhouse gas emission savings met?					
<b>3.3</b>	<b>Suppliers after the last interface</b>					<input type="checkbox"/> N/A
3.3.1	Is a (partial) proof of sustainability issued for every delivery of RFNBO after the last interface?					
3.3.2	Does the mass balance system of the supplier ensure that the information from the (partial) proof of sustainability received is correctly transferred when issuing (partial) proof of sustainability (both when RFNBO is divided up into smaller quantities as well as mixed)?					
<b>Evaluation of the audit results</b>		<b>COMPLIANT</b>	<b>MINOR</b>	<b>MAJOR</b>	<b>CRITICAL / KO</b>	<b>NOT APPLICABLE (N/A)</b>
Number of evaluations		0	0	0	0	0
Total of all evaluations (not including N/A evaluations)		0				
<b>Audit results as a %</b>						
Number of points ( COMPLIANT=20 pts, MINOR=15 pts, MAJOR=5 pts, CRITICAL / KO=0 pts, NOT APPLICABLE (N/A)=0 pts, KO = no certificate)		0	0	0	0	0
Total of all points		0				
Max. number of points		0				
Audit result as a % (total of all points divided by the max. number of points * 100)						

