



# CertifHy Scheme

Subsidiary Document

## Procedure 1.1 GO Issuing

**Dissemination level: WG1**

**Last update: 2019-01-18**

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## Status of this document

This document, CertifHy-SD Procedure 1.1 GO Issuing, is a subsidiary document to the 'CertifHy Scheme' of CertifHy.

In the event of conflict between the text of the CertifHy Scheme and the text of this document, the CertifHy Scheme shall always take precedence.

The CertifHy-SD Procedure 1.1 GO Issuing document need to be formally approved by the CertifHy Stakeholder Platform on 25 March 2019.

## Change history

Version	Date	Description
0.1	2018-02-23	Initial draft
0.2	2018-02-27	First working draft
0.3	2018-05-16	Working draft
0.4	2018-06-14	WG 1 feedback from webinar
0.5	2018-11-08	Energinet (WG 1) feedback from webinar
0.6	2019-01-15	Procedure cover and status streamlined
0.7	2019-01-18	Operator/Account Holder wording

# 1 Introduction

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## 1.1 General

CertifHy's mission is to advance and facilitate the production, procurement, and use of hydrogen fulfilling ambitious environmental criteria in order to protect the climate and improve the living conditions of humankind.

CertifHy wants to contribute to and promote an environmentally, socially and economically sustainable production of hydrogen in all uses including energy, mobility, chemical conversion, etc.

## 1.2 CertifHy

CertifHy is a high-quality European GO scheme that sets out statements and principles regarding the operation of the scheme. It covers the entire upstream supply chain to the production device exit gate at defined quality. The scheme is continuously reviewed and improved by means of a multi-stakeholder dialogue.

The core features of the scheme are openness, reliability, integrity, quality and transparency. Those values are the fundamentals of CertifHy's relationship with its Stakeholders.

The scheme is complemented by Procedure documents (P), which further provide detailed descriptions of the procedures.

## 1.3 Purpose

The purpose of this document is to specify the procedure for GO Issuing of Production Batches with CertifHy.

This Procedure document "P1.1 GO Issuing" is a subsidiary document to the CertifHy Scheme. References to the Scheme are made in the following chapters:

## 2 Definitions

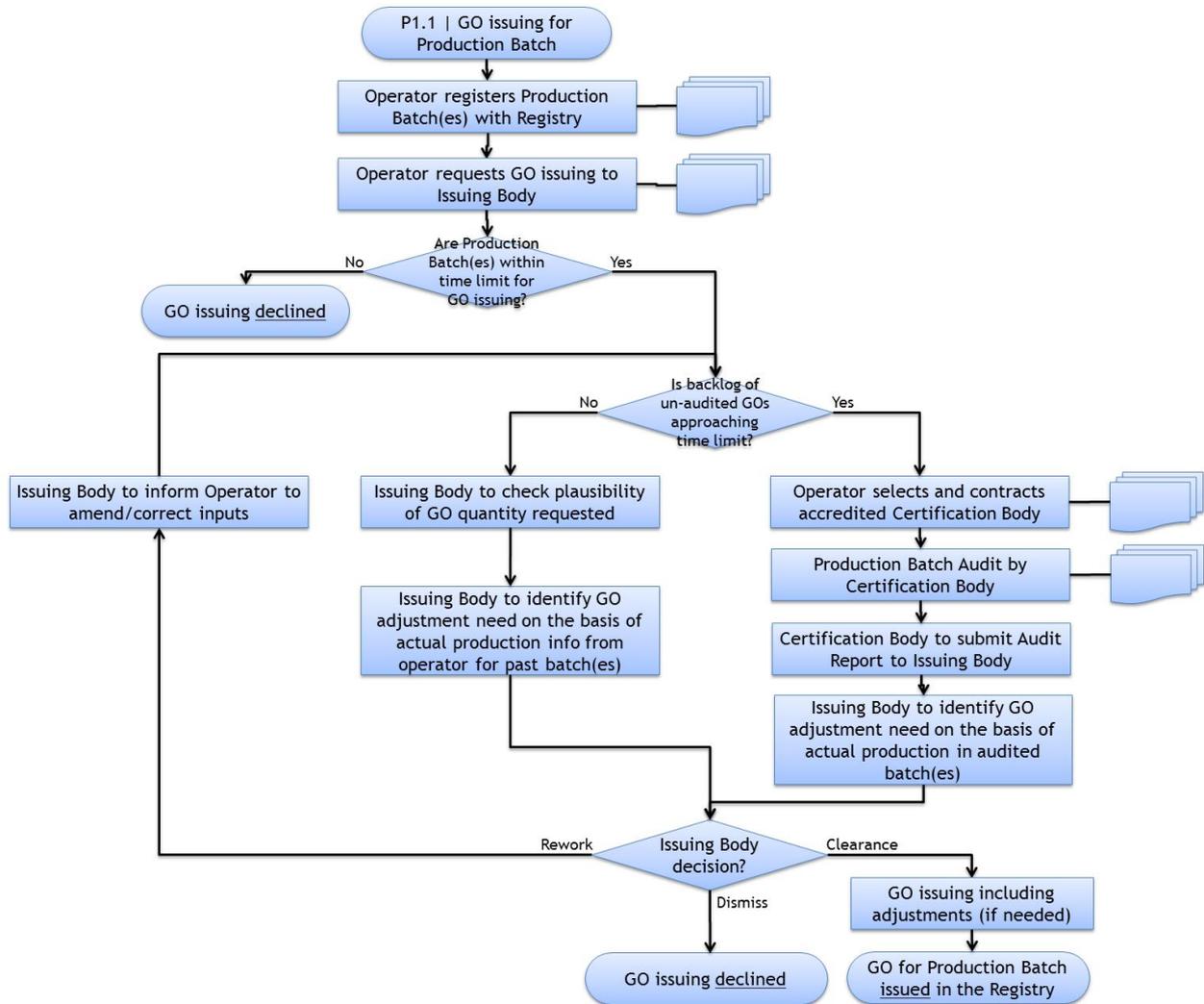
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For a common understanding of the terminology used in the CertifHy documents, definitions and terms are outlined and explained in the CertifHy Scheme section 5.

In case this document uses further terminologies not specified in section 5 of the CertifHy Scheme, they are explained in the table below.

### 3 Procedure description

#### Process overview



Account Holders duly authorised to represent Production Devices can register Production Batches including evidence and request GO issuing from the Issuing Body. Subject to the track-record of the Account Holder, Production Device and previous GO issuances, a Production Batch Audit is required which is done by an accredited Certification Body of the Account Holder’s choice. Subject to evidence, the Issuing Body gives clearance and GOs are issued in the Registry.

After successful GO issuing, the Account Holder can start using GOs in terms of transferring (see “P1.2 GO transfer”) and cancelling (see “P1.3 GO cancellation”).

A detailed guideline of the procedure steps to register Production Batches for successful GO issuing is provided in this document.

## 4 Procedure steps

### Registration of Production Batches

The GO issuing process can only be triggered by an Account Holder duly authorised to represent the Production Device from which the Production Batches stem.

Batch production must have taken place before GO issuing attempt.

Production Batch(es) shall not be older than 12 months (from Production Batch start date) for GO issuing.

GO issuing for individual Production Batches shall be unique and exclusive. It is in the sole responsibility of the Account Holder that Production Batches neither receive nor attempt to receive double or multiple values for attributes equal or similar to CertifHy attributes. Benign negligence or fraudulent behaviour will be pursued following investigations that may be triggered either by own findings or by third party notification. The CertifHy Scheme is designed to operate on checks and balances and to take corrective measures - when necessary - to maintain and restore the CertifHy core principles.

GOs can only be issued for Production Batches upon provision of evidence for the claim. Such evidence is metering data comprising at least the output of the Production Device and respective energy input(s), including information qualifying the type and origin of the energy input, over the same production period.

The maximum production period to register for GO issuing is one month, preferable calendar months for ease of evidence verification.

### Request for GO issuing

Upon provision of Production Batch evidence, the Account Holder requests the issuance of GOs.

The request shall be completed preferably in English or in a common EU language such as German, French and Spanish. Required documents in any other language must be officially and legally translated.

### Production Batch verification / audits

Evidence is verified by CertifHy bodies and/or accredited third parties, e.g. through additional information requests and audits.

- Production Batch(es) have to be within the time limit for GO issuing
- Prior to 1<sup>st</sup> validation of Production Batch(es), only 90 % of GOs are issued (10 % reserve)
- After 1<sup>st</sup> validation and positive behaviour provided, 100 % of GOs may be issued
- GO issuing for new production batches only, if backlog of un-audited GOs are not approaching time limit; the backlog of un-audited GOs must be validated before new GOs can be issued

Audit frequency, timing and intensity beyond above captioned minimum level may vary, subject to track-records and at the discretion of CertifHy bodies to ensure to the extent possible that Production Batches and their attributes are correct and not claimed with several systems or products.

### Production Batch Audit

The Audit will be performed by an Auditor of the Certification Body that was selected and contracted by the Operator.

The Auditor will perform the audit with all due means to verify accuracy and completeness of the Production Batch registration. For this, an indicative and non-exhaustive list of issues is provided in Annex 1. The audit includes a verification of the company's organisational processes that are in place to ensure that Production Batches are neither registered with several registries nor with different attributes in the same registry.

After completion of the audit the Auditor will submit the Audit Report to the Certification Body.

The Audit Report shall be submitted to the Issuing Body within 3 months after the request for GO issuing.

### Review of Audit Report

The Production Batch Audit Report will be reviewed by the Issuing Body. The Issuing Body must assure itself, that the information provided by the applicant conform with the Production Batch Audit report and thus with the representation of the Production Batch(es) in the CertifHy Registry.

Upon inspection of the documents the Issuing Body will either

- (a) give clearance for GO issuing in the CertifHy Registry; or
- (b) claim rework of the registration and further inspections of the Production Batch(es) where needed; or
- (c) dismiss and deny the registration of Production Batch(es) for GO Issuing in the CertifHy Registry.

The Issuing Body will at its own discretion check CertifHy registry that the same Production Batches(es) have not been registered already with different energy attributes, and check other known registries to satisfy itself that the Production Batch(es) and its feedstock is not prone to receiving energy attribute certificates from other schemes for the same Production Batch.

### GO Issuing

Upon clearance the GO(s) will be issued in the Registry and the Account Holder becomes the owner of the GO(s).

A CertifHy GO certificate will be provided by the Registry for download containing information about the attributes associated with it.

GO content shall not be altered by CertifHy bodies unless there is good cause for GO correction to restore the CertifHy core principles, e.g. because of roll-back in case of software glitch or correction in case of fraudulent behaviour.

### **GO Issuing dismissal**

GOs will not be issued if the registrant is not compliant with CertifHy Terms & Conditions.

## Annex

### Annex 1: List of Production Batch Audit issues

Extract from Audit\_Checklist\_v0.xlsx (2018-06-14)

Basic Information		Comment
Production Device ID		Should be given by the registry with the PD registration
CertifHy-Green		Comment
Start date of production batch		dd.mm.yyyy
End date of production batch		dd.mm.yyyy
Fuel (or heat source)	Name (duplicate as required)	See table below
	Code (duplicate as required)	See table below
Share of renewable energy [%]		%
GHG emission intensity [g CO <sub>2</sub> e / MWhH <sub>2</sub> ]		value
Amount [MWhH <sub>2</sub> ]		value
CertifHy-Low Carbon		Comment
Start date of production batch		dd.mm.yyyy
End date of production batch		dd.mm.yyyy
Fuel (or heat source)	Name (duplicate as required)	See table below
	Code (duplicate as required)	See table below
GHG emission intensity [g CO <sub>2</sub> e / MWhH <sub>2</sub> ]		value
Amount [MWhH <sub>2</sub> ]		value
Double counting avoidance		Comment
Is the production Device registered under a different scheme		yes / no (continue only if yes)
Name of the registry/ies		name
Exists issuance for any of the periods requested above?		yes / no (continue only if yes)
Issuance in other registry are public?		yes/no (continue only if not)
Duplicate for further registries		
Amount issued		value [MWhH <sub>2</sub> ]
Attributes issued		name
Start date of production batch		dd.mm.yyyy
End date of production batch		dd.mm.yyyy