



## **National Accreditation System**

# **Determining the scope and number of witness assessments of EU ETS verifying organisations**

**NAR-32**

**1<sup>st</sup> edition**

Effective from: 22 August 2016

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## 1. Introduction

The requirements serving the basis of accreditation of organisations listed in Section 5 of Act CXXIV of 2015 (hereinafter: AcT), including the EU ETS verification organisations, are specified in the effective edition of NAR-01, Rules of procedure of accreditation and surveillance.

In present document the National Accreditation Authority (hereinafter: NAH) regulated the selection of witness assessments necessary for the accreditation, expansion of scope of accreditation and surveillance procedure of EU ETS organisations.

Due to its nature and possibility, witness assessment lengthens the verification activity; therefore the witness assessment provides only a limited possibility to demonstrate the expertise of the verification team and the observation of the verification process. The policy of NAH is to apply witness assessment within reasonable limits for the whole scope of accreditation (every activity group) as a tool to check the competence of the verifiers.

Present document complements NAR-01 Regulation.

## 2. Scope of accreditation

2.1. The scope of accreditation of EU ETS is specified in Annex I of Regulation (EC) 600/2012. According to Sections 4.1.14 and 6.3.10 c) of NAR-01 Regulation, the assessment team, taking into account Section 15.20, confirms the competence, expertise and conformity of activities of the applicant through vertical assessment and witness assessment during the accreditation (expansion of scope of accreditation) and surveillance procedures on a representative part of the staff carrying out activities on the requested area, with special regard to the critical areas and activities.

One of the procedural elements to determine the competence of the organisation is witness assessment. During the accreditation, the scope and number of witness assessment are determined so that all the activities carried out on the scope of accreditation be demonstrated and observed in the accreditation cycle. It means that during the accreditation procedure and the annual surveillance procedures all the activity groups shall be observed.

## 3. Determining the scope and number of witness assessments

3.1. During the accreditation procedure, according to Section 15.20 of Regulation NAR-01 on the accreditation and surveillance procedures, NAH plans the scope and number of witness assessments by taking into account the attached activity groups, as follows:

3.2. During the annual surveillance procedure specified in paragraph (5) of Section 8 of Act CXXIV of 2015 witness assessments shall be planned for each activity group in the accreditation cycle besides the office visits.

3.3. NAH determined the witness assessments for the accreditation procedure in a way that they would relate to a representative part of the scope to be accredited.

- a) in case more than 8 activity groups are applied for in the accreditation procedure, at least 3-4 witness assessments shall be planned for the procedure,
  - b) if the scope to be accredited is limited to code groups 1-8, at least 1-3 witness assessments shall be planned for the most critical activity groups,
  - c) during the surveillance procedure 1-1 witness assessment shall be held for the remaining activity groups.
  - d) Selection principle:
    - size, complexity of installation, number of sources, emitted GHG quantity to be verified (category A, B, C), the most complex installation should be selected
    - the most critical areas shall be preferred, the risks related to the selected activity group shall be taken into account
    - a representative part of the verifying staff should be observed (past activity, trainings, internal monitoring)
- 3.4. In case of expansion of scope, the number of witness assessments shall be determined according to the principles used for the accreditation procedure. If the certification organisation applies for the expansion for an activity group of which code group has not had witness assessment, a witness assessment shall be performed in this code group in the procedure of expansion of scope.

#### 4. Activity groups according to Annex I of Regulation (EC) 600/2012

No.	Activity group number	Scope of accreditation
1	1a	Combustion of fuels in installations, where only commercial standard fuels as defined in Regulation (EU) No 601/2012 are used, or where natural gas is used in category A or B installations.
2	1b	Combustion of fuels in installations, without restrictions
3	2	Refining of mineral oil
4	3	– Production of coke
		– Metal ore (including sulphide ore) roasting or sintering, including pelletisation
		– Production of pig iron or steel (primary or secondary fusion) including continuous casting
5	4	– Production or processing of ferrous metals (including ferro-alloys)
		– Production of secondary aluminium
		– Production or processing of non-ferrous metals, including production of alloys
6	5	Production of primary aluminium (CO <sub>2</sub> and PFC emissions)
7	6	– Production of cement clinker
		– Production of lime or calcination of dolomite or magnesite
		– Manufacture of glass including glass fibre
		– Manufacture of ceramic products by firing
		– Manufacture of mineral wool insulation material
		– Drying or calcination of gypsum or production of plaster boards and other gypsum products
8	7	– Production of pulp from timber or other fibrous materials
		– Production of paper or cardboard
9	8	– Production of carbon black
		– Production of ammonia
		– Production of bulk organic chemicals by cracking, reforming, partial or full oxidation or by similar processes
		– Production of hydrogen (H <sub>2</sub> ) and synthesis gas by reforming or partial oxidation
		– Production of soda ash (Na <sub>2</sub> CO <sub>3</sub> ) and sodium bicarbonate (NaHCO <sub>3</sub> )
10	9	– Production of nitric acid (CO <sub>2</sub> and N <sub>2</sub> O emissions)
		– Production of adipic acid (CO <sub>2</sub> and N <sub>2</sub> O)

No.	Activity group number	Scope of accreditation
		emissions) – Production of glyoxal and glyoxylic acid (CO <sub>2</sub> and N <sub>2</sub> O emissions) – Production of caprolactam
11	10	– Capture of greenhouse gases from installations covered by Directive 2003/87/EC for the purpose of transport and geological storage in a storage site permitted under Directive 2009/31/EC – Transport of greenhouse gases by pipelines for geological storage in a storage site permitted under Directive 2009/31/EC – transport in pipeline
12	11	Geological storage of greenhouse gases in a storage site permitted under Directive 2009/31/EC
13	12	Aviation activities (emissions and tonne-kilometre data)
14	98	Other activities pursuant to Article 10a of Directive 2003/87/EC
15	99	Other activities, included by a Member State pursuant to Article 24 of Directive 2003/87/EC, to be specified in detail in the accreditation certificate

## 5. Closing provisions

5.1. Present Regulation is issued by the general director in general director's order No. 21/2016

5.2. The publication of the Regulation on the website of NAH ([www.nah.gov.hu](http://www.nah.gov.hu)) is considered publication.