



MINISTRY OF INVESTMENT, TRADE AND INDUSTRY
DEPARTMENT OF STANDARDS MALAYSIA

**SCHEME FOR THE ACCREDITATION OF VALIDATION AND/OR
VERIFICATION (AVVB SCHEME) POLICY 1 (AVVB 1) –
ADDITIONAL REQUIREMENTS FOR THE ACCREDITATION OF
VALIDATION AND/OR VERIFICATION BODIES**

Issue 1, 24 July 2024



**JABATAN STANDARD MALAYSIA
DEPARTMENT OF STANDARDS MALAYSIA**

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INTRODUCTION

This document details Department of Standards Malaysia's (JSM) policy for the purpose of determining, granting, extending, renewal, reducing, maintaining, reinstating, suspending and withdrawal for the Scheme for the Accreditation of Validation and/or Verification Bodies (AVVB Scheme).

The policy is to be read together with ISO/IEC 17029 and other JSM relevant accreditation criteria.

1. SCOPE

- 1.1 The policy applies to all validation and/or verification bodies applying for JSM accreditation and those who are already accredited by JSM under the Scheme for the Accreditation of Validation and/or Verification Bodies (AVVB Scheme).

2. REFERENCES

Unless otherwise specified, reference to the latest edition of the document applies.

- 2.1 ISO/IEC 17011 – Conformity assessment – Requirements for accreditation bodies accrediting conformity assessment bodies
- 2.2 ISO/IEC 17029 – Conformity assessment – General principles and requirements for validation and verification bodies
- 2.3 ISO 14065 – General principles and requirements for bodies validating and verifying environmental information
- 2.4 ISO 14066 – Environmental information – Competence requirements for teams validating and verifying environmental information
- 2.5 IAF MD 6:2014 – IAF Mandatory Document for the Application of ISO 14065:2013
- 2.6 IAF MD 6 – IAF Mandatory Document for the Application of ISO 14065:2020
- 2.7 IAF MD 14 – Application of ISO/IEC 17011 in Greenhouse Gas Validation and Verification (ISO 14065:2013)

3. DEFINITIONS

For the purpose of this document, in addition to the definitions in the relevant ISO standards and IAF documents, the following definitions apply:

3.1 AVVB Scheme Accreditation Criteria

AVVB Scheme Accreditation Criteria is defined as criteria documents developed by JSM for specific accreditation standards and programmes under the AVVB Scheme.

3.2 Dormant Scope

Dormant scope/area is defined as the scope/area where the validation and/or verification body has qualified validators/verifiers/technical experts but does not have any validation and/or verification statements issued since the last assessment.

4. GENERAL REQUIREMENTS

4.1 Scopes of Accreditation

4.1.1 Scopes of Accreditation offered under the scheme are as follows:

- a) ISO 14064-1 - Verification of assertions related to GHG emission reductions & removals at the organisational level (Note: Includes organisational inventories prepared in accordance with the GHG Protocol)
- b) ISO 14064-2 - Validation of assertions related to GHG emission reductions & removals at the project level
- c) ISO 14064-2 - Verification of assertions related to GHG emission reductions & removals at the project level
- d) International Civil Aviation Organization (ICAO) Carbon Offsetting and Reduction Scheme for International Aviation (CORSA)

4.1.2 Details of the scope are as specified in Annex A.

4.2 Application for Accreditation

4.2.1 In addition to the forms as published on JSM website, the Validation and/or Verification Body (V/VB) shall provide JSM with a sample of its validation and/or verification opinion or statement.

4.2.1 The V/VB shall have issued at least one (1) validation and/or verification opinion or statement and is in the process of conducting one (1) validation and/or verification.

4.3 Legal Entity

In addition to Clause 5.1 of ISO/IEC 17029, the following shall apply:

- 4.3.1 The V/VB legal registration shall ensure that its nature of business specifically mentions or makes reference to validation and/or verification activities.
- 4.3.2 If the V/VB is part of a larger entity, the V/VB shall clearly identify itself as being part of a larger entity. If the V/VB is a first- or second- party V/VB, the V/VB shall clearly identify the party it is related to.
- 4.3.3 If the V/VB is part of a larger entity, the accreditation is only granted to the part which is identified as a V/VB.
- 4.3.4 If the V/VB is part of a larger entity, the V/VB shall cooperate with JSM to provide relevant information in relation to other parts under the V/VB's larger entity sufficient to provide confidence to JSM that the V/VB has complied with the relevant requirements.

4.4 Management of Impartiality

In addition to Clause 5.3 of ISO/IEC 17029, if the V/VB is a first- or second- party V/VB, the relationship of the V/VB to other identified parties shall be clearly assessed in the risk assessment.

4.5 Liability

In addition to Clause 5.4 of ISO/IEC 17029, records that the V/VB has evaluated the risks arising from its validation/verification activities to determine adequate arrangements (e.g. insurance, reserves) shall be readily available.

5. STRUCTURAL REQUIREMENTS

In addition to Clause 6 of ISO/IEC 17029, if the V/VB conducts first- or second- party validation and/or verification activities, the V/VBs organisation structure shall clearly indicate the related parties and how it is managed.

6. RESOURCE REQUIREMENTS

In addition to Clause 6 of ISO/IEC 17029, the V/VB shall have resources to conduct the validation and/or verification activity for the scopes applied. Resources shall include but not limited to the following:

- a) Application reviewer
- b) Validator/Verifier

- c) Report reviewer
- d) Decision maker
- e) Evaluator

7. PROCESS REQUIREMENTS

In addition to Clause 7 of ISO/IEC 17029, the following applies:

7.1 JSM Assessment Man-day Calculation

7.1.1 JSM uses the number of programmes the V/VB is accredited for as a basis for man-day calculation.

7.1.2 The man-days may be adjusted with recorded justification.

7.1.3 The following factors are taken into consideration when adjusting the man-days:

- a) The number of CAB personnel (size of the V/VB);
- b) Maturity of the system;
- c) Complexity of V/VB's documentation;
- d) Logistics (Branches or work is carried out at more than one (1) location);
- e) Number of scopes (for applicant V/VBs or extension of scope);
- f) Records of complaints / appeals;
- g) Results of internal audit / management review;
- h) Results of previous assessments; and
- i) Other reasonable factors which may affect the system of the V/VB;
- j) Complexity of validation and/or verification scope; and
- k) Volume of data validated and/or verified.

7.1.4 Man-day determination for applicant V/VBs:

TABLE 1: Assessor man-days determination for documentation review:

Stage of assessment	Documentation review	
Number of Programme(s)	1-2	3-4
Man-days	1.5-3	3-5

TABLE 2: Assessor man-days determination for compliance assessment

Stage of assessment	Compliance assessment	
Number of Programme(s)	1-2	3-4
Man-days	4-6	6-8

7.1.5 Man-day determination for accredited V/VBs:

TABLE 3: Assessor man-days determination for surveillance assessment

Stage of assessment	Surveillance assessment				
Number of Programme(s)	1-4	5-8	9-12	13-16	17-20
Man-days	3-7	8-13	14-19	20-24	25-31

*For every increment of programme, there will be a minimum addition of 1.5 man-days

TABLE 4: Assessor man-days determination for re-assessment

Stage of assessment	Re-assessment				
Number of Programme(s)	1-4	5-8	9-12	13-16	17-20
Man-days	4-8	9-14	15-20	21-25	26-32

7.2 Witnessing Assessments

7.2.1 Arrangement of Witnessing Assessments

The arrangement of witnessing assessments are as follows:

- a) For applicant V/VBs, accreditation shall only be granted after successful witnessing for each scope applied.
- b) For accredited V/VBs, the witnessing for each scope shall be completed within one (1) year.
- c) Witnessing assessments shall cover each sub-scope to the extent possible within one (1) accreditation cycle.

7.2.2 Conduct of Witnessing Assessments

The conduct of witnessing assessments are as follows:

- a) The V/VB shall arrange a validation and/or verification activity to be witnessed with JSM after the pre-engagement process.
- b) The V/VB shall keep the JSM appointed assessor in the communication between the V/VB and its client throughout the engagement, beginning with pre-engagement activities and extending through review, decision and issuance of opinion or statement.
- c) The V/VB shall make arrangements with the client allowing JSM to witness the site visit and have access to the relevant information.
- d) The V/VB shall also make arrangements with the client to allow JSM access to necessary equipment and locations during the site visit. The arrangements shall be sufficient to provide confidence in the nature of operations. In the case

of GHG validation or verification, the identification of relevant sources, sinks and reservoirs.

- e) The witnessing assessment is considered complete after the validation and/or verification report is issued by the V/VB and assessed by the JSM appointed assessor.
- f) Man-day calculation for the witnessing shall be based on the following:

TABLE 5: Man-day calculation for witnessing assessments

Activity	Man-day(s)
1. Pre-engagement	0.5
2. Engagement	0.5
3. Validation and/or verification <ul style="list-style-type: none">a. Planning (validation and/or verification plan, sampling plan)b. Site visit	Depending on the V/VBs number of days for site visit
4. Review and decision including issuance of the validation and/or verification statement	0.5

ANNEX A
SCOPES OF ACCREDITATION

PROGRAMME	ACTIVITY	SCOPE(S) (INDUSTRY SECTORS OR PROJECT CATEGORIES)	ACCREDITATION REQUIREMENTS
<p>ISO 14064-1* * Includes GHG Protocol</p>	<p>Verification of assertions related to GHG emissions and removals at the organizational level</p>	<p>INDUSTRY SECTORS</p> <ol style="list-style-type: none"> 1. Agriculture, forestry and fishing 2. Mining and quarrying 3. Food products, beverages and tobacco 4. Textiles and textile products 5. Publishing companies 6. Printing companies 7. Manufacture of coke and refined petroleum products 8. Chemicals, chemical products and fibres 9. Pharmaceuticals 10. Rubber and plastic products 11. Non-metallic mineral products 12. Concrete, cement, lime, plaster, etc 13. Basic metals and fabricated metal products 14. Machinery and equipment 15. Electrical and optical equipment 16. Shipbuilding 17. Aerospace 18. Other transport equipment 19. Manufacturing not elsewhere classified 20. Recycling 21. Electricity supply 22. Gas supply 23. Water supply 24. Construction 25. Wholesale and retail trade; Repair of motor vehicles, motorcycles and personal and household goods 26. Hotels and restaurants 27. Transport, storage and communication 	<ol style="list-style-type: none"> 1. ISO/IEC 17029:2019 2. ISO 14065:2020 3. ISO 14066:2023 4. ISO 14064-3:2019 5. IAF MD 6 6. Scheme requirements (where applicable)

PROGRAMME	ACTIVITY	SCOPE(S) (INDUSTRY SECTORS OR PROJECT CATEGORIES)	ACCREDITATION REQUIREMENTS
ISO 14064-1* * Includes GHG Protocol	Verification of assertions related to GHG emissions and removals at the organizational level	INDUSTRY SECTORS 28. Financial intermediation; real estate; renting 29. Information technology 30. Engineering services 31. Other services 32. Public administration 33. Education 34. Health and social work 35. Other social services	1. ISO/IEC 17029:2019 2. ISO 14065:2020 3. ISO 14066:2023 4. ISO 14064-3:2019 5. IAF MD 6 6. Scheme requirements (where applicable)
ISO 14064-2	Validation of assertions related to GHG emission reductions & removals at the project level	PROJECT CATEGORIES 1. Energy industry – renewable/non-renewable sources 2. Energy distribution 3. Energy demand 4. Manufacturing industry 5. Chemical industries 6. Construction 7. Transport 8. Mining/minerals production 9. Metal production 10. Fugitive emission from fuel (solid oil and gas) 11. Fugitive emission from consumption and production of halocarbons and SF6 12. Solvent use 13. Waste handling and disposal 14. Afforestation & reforestation 15. Agriculture	1. ISO/IEC 17029:2019 2. ISO 14065:2020 3. ISO 14066:2023 4. ISO 14064-3:2019 5. IAF MD 6 6. Scheme requirements (where applicable)

PROGRAMME	ACTIVITY	SCOPE(S) (INDUSTRY SECTORS OR PROJECT CATEGORIES)	ACCREDITATION REQUIREMENTS
ISO 14064-2	Verification of assertions related to GHG emission reductions & removals at the project level	<p>PROJECT CATEGORIES</p> <ol style="list-style-type: none"> 1. Energy industry – renewable/non renewable sources 2. Energy distribution 3. Energy demand 4. Manufacturing industry 5. Chemical industries 6. Construction 7. Transport 8. Mining/minerals production 9. Metal production 10. Fugitive emission from fuel (solid oil and gas) 11. Fugitive emission from consumption and production of halocarbons and SF6 12. Solvent use 13. Waste handling and disposal 14. Afforestation & reforestation 15. Agriculture 	<ol style="list-style-type: none"> 1. ISO/IEC 17029:2019 2. ISO 14065:2020 3. ISO 14066:2023 4. ISO 14064-3:2019 5. IAF MD 6 6. Scheme requirements (where applicable)
CORSIA	Verification	<ol style="list-style-type: none"> 1. Emissions report 2. CORSIA eligible fuels 3. Emissions unit cancellation report 	<ol style="list-style-type: none"> 1. ISO 14065:2020 2. ISO 14066:2011 3. IAF MD 6:2014 4. ICAO SARPs Annex 16 Vol 4, 2nd Edition 5. ICAO ETM Doc 9501, 3rd Edition