

## REQUEST FOR INFORMATION FOR VALIDATION AND/OR VERIFICATION SERVICES

The information included in the form is confidential and is to be used to understand your organization, and the greenhouse gases associated with the project or inventory. With this information we hope to present a proposal appropriate to your needs.

Please fill in the fields that apply to the type of service.

<b>1. GENERAL INFORMATION</b>	
1.1 Company name	
1.2 Address	
1.3 Contact name	
1.4 E-Mail	
1.5 Phone number	

<b>2. SERVICE REQUEST/Type of engagement</b>				
2.1 Validation		2.2 Verification project/inventory		2.3 Retroactive Validation + Verification
2.4 post-registration change <sup>1</sup>			2.5 Renewal of accreditation period	
2.6 Other		Please Specify	2.7 Mixed Engagement	
2.8 Sectoral Scope	<<Organization level Verification Categories: general; manufacturing; power generation; electric power transactions; mining and mineral production; metals production; chemical production; oil and gas extraction, production and refining, included petrochemicals; waste and agriculture, forestry and other land use (AFOLU)>> <<Project Validation/Verification Sectors: GHG emissions reductions from fuel combustion; GHG emissions reductions from industrial processes (non-combustion, chemical reaction, fugitive and others; land use, land use change and forestry; carbon capture and storage; livestock and Waste Handling and Disposal >>			
2.9 Certification GHG Programme	<<ISO 14064-1:2019, ISO 14064-2:2019, Verra >>			
2.10 Methodology	<< Please mention the methodology developed by the project including the version>>			
2.11 Project or inventory start date		2.12 Total operating period		
2.13 Scope				

<sup>1</sup> Post-registration change refers to: changes in the project scope, methodology deviations, changes in the monitoring plan, among others.

2.14 Scope and Objective	
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3. GENERAL PROJECT INFORMATION						
3.1 Project name						
3.2 GHG Consultant						
3.3 Classes of GHG Identified	<<E.g., CO2, CH4, N2O, CFC, HFC, SF6>>					
3.4 Project Objective						
3.5 Reduction / Removal Annual	<<GHG removals and/or reductions established in tones of CO2e, to be verified as a result of the GHG project>>					
3.6 Location, Country						
3.7 Project or inventory description	<<General project or inventory description>>					
3.8 Identified baseline						
3.9 Infrastructure, technology and processes	<<E.g. Generation of solar energy, biomass, wind, PET recycling, reforestation, composting, pig farms, etc.>>					
3.10 Project scale	Small Scale		Large Scale		Microscale	
3.11 Project boundaries						
3.12 Credit Period Project duration	<<Started and ended date>>					
3.13 Project access	<<Describe the logistical route to access the locations, including: starting point, means of transportation and Approximate access time>>					
3.14 Intended User						
3.15 Project LINK						

4. AGREEMENTS	
4.1 Accreditation Criteria	<<Standard or criteria applied for project formulation. ISO 14064-1:2018 or 14064-2:2018>>

4.2 Materiality Threshold				
4.3 Level of Assurance	Reasonable <sup>2</sup>		Limited <sup>3</sup>	
4.4 Relative Importance	<< 5.0 ≤% Total tCO <sub>2</sub> e>>			

Note: If no materiality threshold has been specified by intended users, EPIC will set materiality thresholds and communicate them to the client.

<b>5. INFORMATION FOR VALIDATION ONLY</b> <<delete if not applicable>>	
5.1 GHG removals or reductions	<<Established in tonnes of CO <sub>2</sub> e, to be verified as a result of the GHG project or inventory>>
5.2 Additionality	
5.3 Changes to be submitted from the initial validation of the project	<<If applicable>> << E.g., changes in the project area, implementation of new species, changes in technology, changes in environmental legislation applicable to the project, changes in the baseline, changes in the monitoring plan, etc.>>

<b>6. INFORMATION FOR VERIFICATION ONLY</b> <<delete if not applicable>>	
6.1 GHG removals and/or reductions	<<Established in tones of CO <sub>2</sub> e, to be verified as a result of the GHG project or inventory>>
6.2 Period to verify	<<DD/MM/YYYY to DD/MM/YYYY>>
6.3 Describe whether disturbance events have occurred.	

<b>7. INFORMATION FOR JOINT VALIDATION AND VERIFICATION ONLY</b> <<delete if not applicable>>	
7.1 Installed capacity	
7.2 Methodology	<<E.g., AR-ACM 003, VCS 009 and others >>
7.3 Starting date of operations	<<DD/MM/YYYY>>
7.4 Monitor period	<<DD/MM/YYYY to DD/MM/YYYY>>

<sup>2</sup> The project formulation is substantially correct and accurately represents the GHG information and data, and is prepared in accordance with the ISO 14064-: 2018, 14064-2:2019 and 14064-3:2019.

<sup>3</sup> The project formulation is not substantially correct and does not accurately represent GHG data and information, and is not prepared in accordance with the ISO 14064-1:2018, 14064-2:2019 and ISO 14064-3:2019.

7.5 GHG removals or reductions	<<Established in tones of CO2e, to be verified as a result of the GHG project>>
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8. DOCUMENTS FOR QUOTATION AND RISK ANALYSIS <sup>4</sup>		
8.1 Obligatory Documents	1. Versions of the Project Design Document (PDD) and the monitoring report.	
	2. GHG reduction and/or removal calculations spreadsheets	
8.2 Complementary Documents	3. Information quality management process or Supporting documents referenced in the PDD	
	4. Procedure for data control	
8.3 Additional documents	5. Procedure for the identification and monitoring of legal requirements	
	6. Supporting documents	

**Declaration by Client:**

We hereby certify that the information provided is true to the best of my knowledge and belief.

Name:

Date:

Note: Please e-mail the filled questionnaire to [enquiries@epicsustainability.com](mailto:enquiries@epicsustainability.com)

Approved by Head operations

<sup>4</sup> The determination of the calculation of service times for validation/verification is based on a risk analysis and the level is determined according to the delivery of the following information:

- High: The control system is unlikely to prevent, detect or correct the material error and this risk has a high probability of materialising during validation or verification. This risk can also be considered high when the customer only provides the mandatory information (FORM 02-01)
- Medium: The audit team has lack of confidence that the project's internal control system prevents, detects or corrects the material mistake and has a high likelihood that it will materialise during the audit. This risk may also be considered medium when the client provides the mandatory and supplementary information (FORM 02-01)
- The control system is well structured, documented, implemented and maintained, generating sufficient confidence in being able to prevent, avoid or correct potential material mistakes. A low risk can also be considered when the client provides together with FORM 02-01 the mandatory, complementary and additional information.

### APPROVAL RECORD

Version No	Details of Revision	Effective date
1.0	Initial adoption	29.09.2022
2.0	Requirements of ISO 17029 and ISO 14065	14.08.2023
3.0	Requirements of ISO 17029 and ISO 14065	06.12.2023