

## 权利和义务 Rights & Obligations

### 申请核查/审定组织的权利和义务

#### Rights and obligations of organizations applying for verification/validation

##### 权利 Rights

1. 申请组织有权询问核查/审定机构的资格、能力、有关 GHG 核查与审定的背景和索取有关材料;
  2. 申请组织有权对 DEKRA 德凯派出的核查/审定组长、核查/审定计划提出异议, 要求选派合适人选和商定现场核查/审定时间;
  3. 享有申诉、投诉权。申请组织对核查/审定过程或核查/审定结果有异议, 可与核查/审定组长协商解决, 如仍不能达成一致意见, 可于核查/审定结束后 15 日内向 DEKRA 提出书面申诉, 如对 DEKRA 的决议仍有异议, 可进一步向 DEKRA 公正性委员会或 CNAS 提出上诉, 由其作出仲裁;
  4. 申请组织有权对因 DEKRA 原因造成的失密事件追究责任;
  5. 申请组织有权对 DEKRA 员工工作能力和服务态度提出意见;
  6. 如申请组织符合条件, 则有及时获得核查/审定声明的权利;
  7. 在取得 DEKRA 颁发的核查/审定声明后, 有权合理合法使用核查/审定声明、核查标志和认可标志。
1. The applicant organization has the right to inquire about the qualifications, capabilities, background of GHG verification / validation, and request relevant materials of the verification/validation body;
  2. The applicant organization has the right to raise objections to the verification/validation team leader, as well as the verification/validation plan sent by DEKRA, and request to select suitable candidates and agree on the on-site verification/validation time;
  3. The applicant has the right of appealing and complaint. If the applicant organization disagrees with the verification/validation process or results, it's the right of applicant to negotiate with the verification / validation team leader. If both sides still cannot reach an agreement, the applicant can submit a written complaint to DEKRA within 15 days after the verification / validation is completed. If the applicant still disagree with DEKRA's resolution, the applicant has the right to further appeal to DEKRA Impartiality Committee or CNAS for arbitration;
  4. The applicant organization has the right to investigate the responsibility for the confidential incident caused by DEKRA;
  5. The applicant organization has the right to put forward opinions on the working competence and service attitude of DEKRA employees;
  6. If the applicant organization meets the requirements, it has the right to obtain the verification / validation statement in time;
  7. After obtaining the verification / validation statement issued by DEKRA, the applicant has the right to use the verification / validation statement, related mark and accreditation mark reasonably and legally.

##### 义务 Obligations

1. 申请组织具有 GHG 温室气体排放管理的机构或人员;
2. 申请组织应建立能源计量的网络和系统, 对组织消耗的能源进行记录和统计;

3. 组织应具备能源管理和碳排放管理的能力；
4. 组织应如实提交相关排放源活动数据，确保提交数据真实可靠；
5. 组织已经完成了一次完整的能源消耗及碳排放数据的收集（覆盖 12 个月以上的周期），并由组织内部团队或申请外部团队，完成了一次碳排放的盘查，并具有盘查报告。
6. 申请组织需如实填写 GHG 核查/审定客户信息表，并按要求提供相应资料，对信息资料的真实性、准确性负责；
7. 申请组织有责任确保组织的管理经营活动符合相关法律法规的要求，如能源计量、减污降碳协同增效等；
8. 申请组织按约定接受并配合 DEKRA 对其实施的文件审核/风险评价、现场核查/审定、跟踪核查/审定（必要时）；提供核查/审定必须的工作条件及安排，包括审查文件，进入现场、调阅记录和访问人员；
9. 就核查/审定过程中发现的问题，申请组织应采取有效的纠正措施，并接受审核组对此进行的跟踪审核；
10. 支付相应核查/审定费用及其它费用；
11. 提供核查/审定必要的工作条件；核查/审定时提供真实、充分的信息和记录。
12. 适用时，有义务配合认可机构抽样安排的对于 DEKRA 德凯认可评审的现场见证。

1. The applicant organization has institutions or personnel for GHG greenhouse gas emission management;
2. The applicant organization shall establish a network and system for energy measurement, keep record and statistic the energy consumed by the organization;
3. The organization should have the ability of energy management and carbon emission management;
4. The organization shall truthfully submit relevant emission source activity data to ensure the authenticity and reliability of the submitted data;
5. The organization has finished a complete collection of energy consumption and carbon emission data (covering a cycle of more than 12 months), and it has completed a carbon emission inventory with an inventory report, by the internal team of the organization or performed by an external team.
6. The applicant organization shall truthfully fill out the GHG Verification / Validation Customer Information Form, provide corresponding information as required, and be responsible for the authenticity and accuracy of the information;
7. The applicant organization has the responsibility to ensure that the management and operation activities of the organization meet the requirements of relevant laws and regulations, such as energy measurement, pollution reduction and carbon reduction synergy, etc.;
8. The applicant organization accepts and cooperates with DEKRA's document review / risk assessment, on-site verification / validation, follow-up verification / validation as agreed (if necessary); Provide necessary working conditions and arrangements for verification / validation, including review of documents, access to site, access to records and visits to personnel;
9. For the problems found in the verification / validation process, the applicant organization shall take effective corrective measures and accept the follow-up verification / validation conducted by the verification / validation team;
10. Pay the corresponding verification / validation fees and other expenses;
11. Provide the necessary working conditions for verification / validation; Provide true and sufficient information and records at the time of verification / validation.
12. Where applicable, there is an obligation to cooperate with the on-site witness for DEKRA accreditation review arranged by CNAS on a sampling basis.

# DEKRA 的权利和义务 Rights & Obligations of DEKRA

## 权利 Rights

1. 依据相关认可规范、核查/审定程序，实施核查/审定工作，在每次核查/审定期间，安排审核组对申请核查/审定组织的碳排放情况，实施风险分析、制订证据收集计划、实施核查和核算，要求申请核查/审定组织如实提供相关能源数据、排放数据或其它证据材料；
  2. DEKRA 对于各申请核查/审定组织的能源使用与管理的法律法规符合性进行检查，特别关注是否使用国家明令淘汰的高耗能设备与淘汰工艺；
  3. DEKRA 有权利要求每一个申请核查/审定的组织，提供所有与相关方信息沟通的记录、采购票据，并对温室气体信息的完整性、一致性、准确性、透明性、相关性和（必要的）保守性进行核查，并采取交叉检查的方式，实施核查/审定；
  4. 适用时，对于在核查/审定过程中发现的申请核查/审定违反法律法规的事项采取纠正措施，在纠正措施关闭前，不予以核发核查/审定报告及核查/审定声明。
1. According to relevant accreditation specifications and verification / validation procedures, carry out verification / validation. During each verification / validation period, arrange the verification / validation team to carry out risk analysis, formulate evidence collection plan, carry out verification and accounting on the carbon emissions of the organization applying for verification / validation, and require the organization applying for verification / validation to truthfully provide relevant energy data, emission data or other evidential materials;
  2. DEKRA checks the compliance of laws and regulations on energy use and management of each application verification / validation organization, paying special attention to whether to use high energy-consuming equipment and elimination process explicitly eliminated by the state;
  3. DEKRA has the right to require each organization applying for verification / validation to provide all records of information communication with relevant parties, purchase bills, and verify the completeness, consistency, accuracy, transparency, relevance and (necessary) conservatism of greenhouse gas information, and carry out verification / validation by cross-checking;
  4. When applicable, corrective actions shall be taken for matters found in the verification / validation process that violate laws and regulations, and no verification / validation report and verification/validation statement shall be issued before the corrective measures are closed.

## 义务 Obligations

1. 向申请核查/审定组织提供有关的公开性文件；
2. 提名的核查/审定组成员须征得申请核查/审定组织的同意；
3. 按 DEKRA 规定的程序开展核查/审定活动，向申请核查/审定组织及时提交风险分析与核查/审定计划和文件审核报告，按约定时间实施核查/审定，并出具核查/审定报告及声明；
4. 遵守公正性与保密声明。DEKRA 承诺未经申请认证核查/审定组织同意，不向任何第三方提供涉及甲方的保密资料；
5. 核查/声明程序完成后，DEKRA 应及时颁发核查/审定声明，并应定期在媒体上公布核查组织名录（如通过 CNCA 获证组织数据库查询）。

1. Provide relevant public documents to the organization applying for verification / validation;
2. The nomination of members of the verification / validation team shall be subject to the consent of the organization applying for verification / validation;
3. Carry out verification / validation activities according to the procedures stipulated by DEKRA, submit risk analysis and verification / validation plan and document audit report to the organization applying for verification / validation in time, implement verification / validation according to the agreed time, and issue verification/validation report and statement;
4. Observe the statement of impartiality and confidentiality. DEKRA promises not to provide confidential information concerning Party A to any third party without the consent of the organization applying for certification verification/validation;
5. After the completion of the verification/declaration procedure, DEKRA shall issue the verification / validation statement in a timely manner, and shall regularly publish the directory of verification organizations in the media (e.g. through the CNCA Accredited Organizations Database).