VALIDATION/VERIFICATION BODY APPLICATION FORM

**Instructions**

This form is for organizations applying to become an approved validation/verification body (VVB) with Verra programs. The requirements for becoming an approved VVB are provided in the Verra program documents.[[1]](#footnote-2)

If your organization is already approved, you must submit a new application for any new program(s) or sectoral scope(s).

Applicants must sign and submit this form electronically to [auditing@verra.org](mailto:auditing@verra.org). Supplemental information should be submitted as attachments.

**Application Process**

1. Upon receipt of the application, Verra will review the information provided and respond once the review is complete. Verra will reject applications where it determines that the applicant does not have the required competency.

*Note – You may apply before a witness assessment by an accreditation body. If you complete the relevant fields of your application and attach evidence confirming your accreditation status, your organization will be listed on the Verra website as “Accreditation Pending”. To proceed to “Approved”, you must complete all steps of the accreditation process with the respective accreditation body and submit the accreditation certificate to Verra for review.*

1. Upon approval of the application, Verra will ask you to submit a signed copy of the *Verra VVB Agreement,* and invoice you for the VVB annual fee (where applicable).
2. Once the *Verra VVB Agreement* is executed and the VVB annual fee has been paid, you may begin conducting audits under Verra programs. Verra will add your organization as an approved VVB on the Verra website.

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| General Information (required) | | |
| Date of submission | *DD Month YYYY* | |
| Name of applicant | *VVB name* | |
| Street address |  | |
| Main contact (to be listed on Verra website) | *Contact name, email address and phone number* | |
| Finance contact (for invoicing the VVB annual fee, where applicable) | *Contact name, email address and phone number* | |
| Program(s) for which organization is applying |  | Climate, Community & Biodiversity Standards (CCB) |
|  | Plastic Waste Reduction Program (Plastic Program) |
|  | Sustainable Development Verified Impact Standard (SD VISta) |
|  | Verified Carbon Standard (VCS) |

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| CCB Accreditation Information (if applicable) | |
| Accreditation body | *Identify here the organization and standard through which the applicant has been accredited.* |
| Proof of accreditation | *Provide a URL for official listing on accreditation body’s website and attach the accreditation certificate as a PDF.* |

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| Plastic Program Accreditation Information (if applicable) | |
| Accreditation body | *Identify here the organization and standard through which the applicant has been accredited.* |
| Proof of accreditation | *Provide evidence of the information provided in the row above. This may include accreditation certificates and/or a URL for official listing on accreditation body’s website.* |
| Evidence of environmental and/or social auditing experience | *Describe experience in social and/or environmental auditing. The applicant must have staff or contracted assessors with at least two years of experience undertaking audits of projects or initiatives providing environmental and/or social benefits. Max 300 words.* |
| Evidence of waste management systems and plastics experience | *Describe experience in waste management systems, waste streams and value chains, circular economy and/or plastics. The applicant must have staff or contracted assessors with at least three years of relevant work experience or an equivalent combination of education and work experience.*  *Such experience may be demonstrated and supported with direct work experience, education/training, peer-reviewed journal articles, publications, publicly available reports, and/or methodologies and standards developed, applied or assessed.*  *This section may be submitted as an attachment.* |

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| SD VISta Accreditation Information (if applicable) | | |
| Accreditation body | *Identify here the organization and standard through which the applicant has been accredited. Include the accreditation certificate(s) and a URL for official listing on accreditation body’s website.* | |
| Sectoral scopes (check all that apply) – See Verra website for sectoral scope mapping to the UN Sustainable Development Goals |  | 1. Agriculture, forestry and other land use (AFOLU) |
|  | 2. Climate change adaptation |
|  | 3. Education |
|  | 4. Energy |
|  | 5. Food |
|  | 6. Governance |
|  | 7. Health |
|  | 8. Housing |
|  | 9. Infrastructure |
|  | 10. Livelihoods |
|  | 11. Transport |
|  | 12. Water access and sanitation |
|  | 13. Oceans and marine resources |
|  | 14. Women’s empowerment |
| Evidence of sectoral scope competency | *Describe competencies in the sector(s) selected above. The applicant must have staff or contracted assessors with at least three years of relevant work experience or an equivalent combination of education and work experience.*  *Clearly demonstrate that staff or contracted assessors have experience assessing SD outcomes related to the UN SDGs (including targets and indicators) to which the SD VISta sectoral scopes are mapped.*  *Such experience may be demonstrated and supported with direct work experience, education/training, peer-reviewed journal articles, publications, publicly available reports, and/or methodologies and standards developed, applied or assessed. Max 500 words per sector.*  *This section may be submitted as an attachment.* | |
| Evidence of social and/or environmental auditing experience | *Describe experience in social and/or environmental project development or auditing. The applicant must have staff or contracted assessors with at least three years of experience participating in the management of a project or initiative aimed at providing social and/or environmental benefits or at least two years of undertaking audits of such projects or initiatives. Max 300 words.* | |

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| **VCS Accreditation Information (if applicable)** | | |
| **Accreditation body** | *Identify here the organization and standard through which the applicant has been accredited.* | |
| **Proof of accreditation** | *Provide a URL for official listing on accreditation body’s website and attach the accreditation certificate.* | |
| Validation (check all that apply) |  | 1. Energy (renewable/non-renewable) |
|  | 2. Energy distribution |
|  | 3. Energy demand |
|  | 4. Manufacturing industries |
|  | 5. Chemical industry |
|  | 6. Construction |
|  | 7. Transport |
|  | 8. Mining/Mineral production |
|  | 9. Metal production |
|  | 10. Fugitive emissions from fuels |
|  | 11. Fugitive emissions from industrial gases |
|  | 12. Solvents use |
|  | 13. Waste handling and disposal |
|  | 14. Agriculture, Forestry, Land Use |
|  | 15. Livestock and manure management |
| Verification (check all that apply) |  | 1. Energy (renewable/non-renewable) |
|  | 2. Energy distribution |
|  | 3. Energy demand |
|  | 4. Manufacturing industries |
|  | 5. Chemical industry |
|  | 6. Construction |
|  | 7. Transport |
|  | 8. Mining/Mineral production |
|  | 9. Metal production |
|  | 10. Fugitive emissions from fuels |
|  | 11. Fugitive emissions from industrial gases |
|  | 12. Solvents use |
|  | 13. Waste handling and disposal |
|  | 14. Agriculture, Forestry, Land Use |
|  | 15. Livestock and manure management |

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| Insurance Information (required for Plastic, SD VISta and VCS Programs) | |
| Insurer | *Name of organization/entity providing professional indemnity insurance* |
| Amount | *Professional indemnity insurance in the amount of at least USD 5 million is required for all VVBs operating under the Plastic Program, SD VISta Program, and/or VCS Program.* ***Professional indemnity insurance in any amount less than USD 5 million will not be accepted.***  *Include USD equivalence if insurance is in a currency other than USD*.  *The* [*Verra VVB Agreement*](https://verra.org/documents/vvb-agreement-template-v2-0/) *includes further details about professional indemnity insurance and liability requirements.* |
| Geographic coverage | *State the geographic coverage of insurance (i.e., global or only certain countries/regions)* |
| Certificate | *Attach a copy of the certificate of insurance* |

By signing and submitting this application to Verra, I hereby attest the information presented above is true, accurate and complete to the best of my knowledge.

Name of entity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_\_\_\_\_

Name of signatory: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_\_\_\_\_

1. The following documents provide the validation and verification requirements for Verra programs:

   CCB Program: Section 5, [*CCB Program Rules, v3.1*](https://verra.org/project/ccb-program/rules-requirements-and-guidance/)

   Plastic Waste Reduction Program: Section 3.3, [*Plastic Program Guide, v1.0*](https://verra.org/project/plastic-program/rules-requirements/)

   SD VISta Program: Section 5.1,[*Sustainable Development Verified Impact Standard, v1.0*](https://verra.org/project/sd-vista/rules-requirements/)

   VCS Program: Section 5,[*VCS Program Guide, v4.1*](https://verra.org/project/vcs-program/rules-and-requirements/) [↑](#footnote-ref-2)