



CertifHy Scheme

Subsidiary Document

Procedure 1.1 **Certificate Issuing**

Dissemination level: public

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Status of this document

This document, CertifHy-SD Procedure 1.1 Certificate Issuing, is a subsidiary document to the 'CertifHy Scheme' of CertifHy.

In the event of conflict between the text of the CertifHy Scheme and the text of this document, the CertifHy Scheme shall always take precedence.

The CertifHy-SD Procedure 1.1 Certificate Issuing document was formally approved by the CertifHy Stakeholder Platform on 28 April 2022.

The effective date of this CertifHy Scheme subsidiary document is 29 April 2022.

Change history

Version	Date	Description
0.1	2018-02-23	Initial draft
0.2	2018-02-27	First working draft
0.3	2018-05-16	Working draft
0.4	2018-06-14	WG 1 feedback from webinar
0.5	2018-11-08	Energinet (WG 1) feedback from webinar
0.6	2019-01-15	Procedure cover and status streamlined
0.7	2019-01-18	Operator/Account Holder wording
0.8	2019-01-26	Update regarding audit requirements
0.9	2019-02-18	'Approval' => 'accreditation'; 'Approval Body' => 'Competent Authority'; GO Issuing request information/evidence and recommended frequency
0.10	2019-02-21	Logo, doc status, dissemination level
0.11	2019-02-25	Clarifications (WG 1 feedback from meeting)
0.12	2019-02-27	Clarifications (WG 1 feedback from webinar)
0.13	2019-03-04	CertifHy WG1 endorsed
1.0	2019-03-11 2019-03-25	CertifHy Steering Group endorsed CertifHy Stakeholder Platform endorsed
1.1	2021-08-09	Adjustment to EECS Gas Scheme

1.2	2022-03-23	CertifHy WG1 endorsed
1.3	2022-04-19	Further adjustments to EECS and ISO 14067; CertifHy WG1 endorsed
1.4	2022-04-27	CertifHy Steering Group endorsed
2.0	2022-04-28	CertifHy Stakeholder Platform endorsed

1 Introduction

1.1 General

CertifHy's mission is to advance and facilitate the production, procurement, and use of Hydrogen fulfilling ambitious environmental criteria in order to protect the climate and improve the living conditions of humankind.

CertifHy wants to contribute to and promote an environmentally, socially and economically sustainable production of Hydrogen in all uses including energy, mobility, chemical conversion, etc.

1.2 CertifHy

CertifHy is a European Certification Scheme for Hydrogen fulfilling specific criteria that sets out statements and principles regarding the operation of the scheme. It covers the entire upstream supply chain to the production device exit gate at defined quality. The scheme is continuously reviewed and improved by means of a multi-stakeholder dialogue.

The core features of the scheme are openness, reliability, integrity, quality and transparency. Those values are the fundamentals of CertifHy's relationship with its Stakeholders.

The scheme is complemented by Procedure documents (P), which further provide detailed descriptions of the procedures.

1.3 Purpose

The purpose of this document is to specify the procedure for Certificate Issuing of Production Batches with CertifHy.

This Procedure document "P1.1 Certificate Issuing" is a subsidiary document to the CertifHy Scheme.

2 Definitions

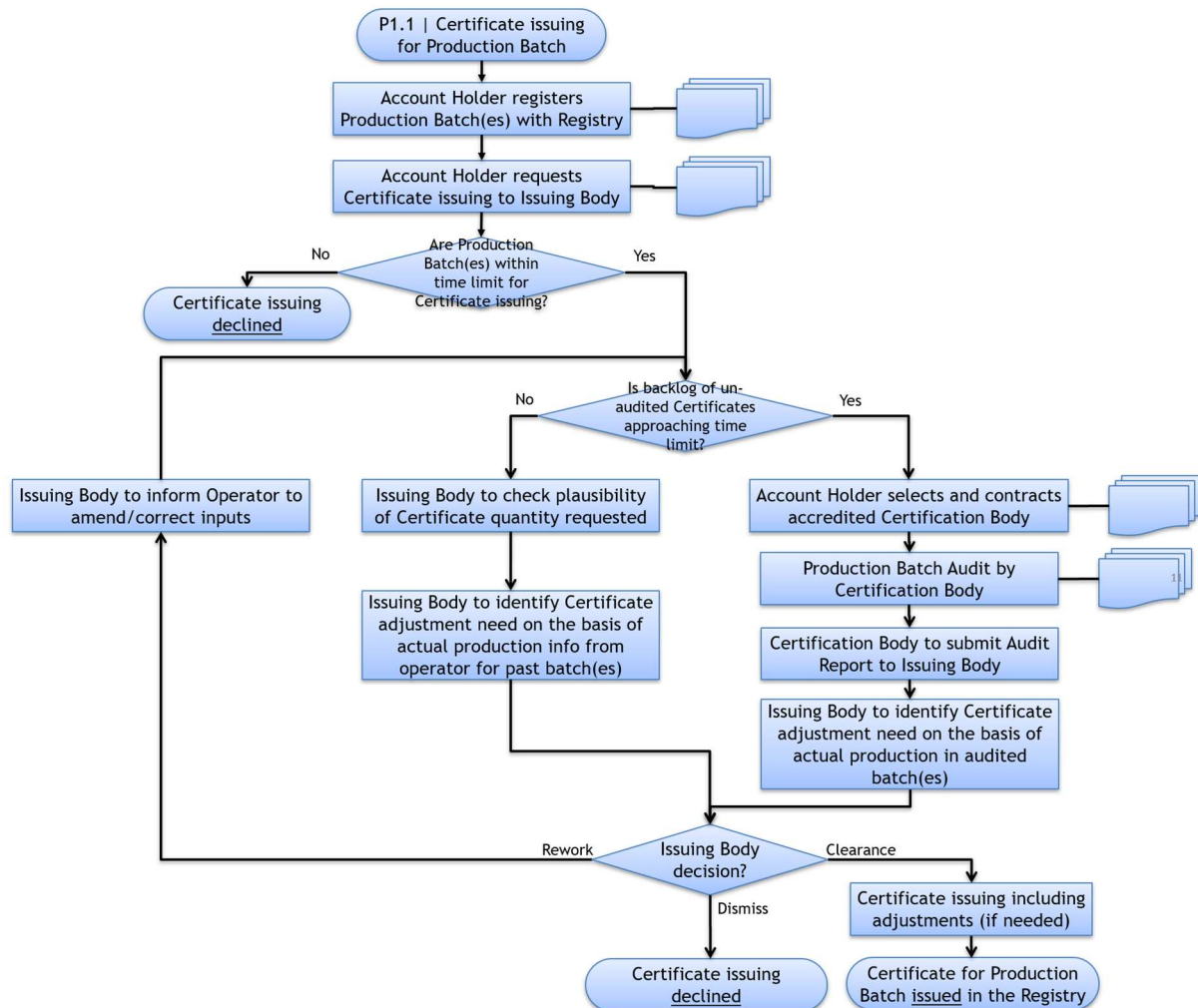
For a common understanding of the terminology used in the CertifHy documents, definitions and terms are outlined and explained in the CertifHy Scheme section 5.

In case this document uses further terminologies not specified in section 5 of the CertifHy Scheme, they are explained in the table below.

Term	Definition

3 Procedure description

Process overview (for illustrative purposes only)



Account Holders duly authorised to represent Production Devices can register Production Batches and request Certificate issuing from the Issuing Body. Subject to the track-record of the Account Holder, Production Device and previous Certificate issuances, a Production Batch Audit is required which is done by an approved Certification Body of the Account Holder's choice. Subject to evidence, the Issuing Body gives clearance and Certificates are issued in the Registry.

After successful Certificate issuing, the Account Holder can start using Certificates in terms of transferring (see "P1.2 Certificate transfer") and cancelling (see "P1.3 Certificate cancellation").

A detailed guideline of the procedure steps to register Production Batches for successful Certificate issuing is provided in this document.

4 Procedure steps

Registration of Production Batches

The Certificate issuing process can only be triggered by an Account Holder duly authorised to represent the Production Device from which the Production Batches stem.

Batch production must have taken place before Certificate issuing attempt.

Production Batch(es) shall not be older than 12 months (from Production Batch start date) for Certificate issuing.

Certificate issuing for individual Production Batches shall be unique and exclusive. It is in the sole responsibility of the Account Holder that Production Batches neither receive nor attempt to receive double or multiple values for attributes equal or similar to CertifHy attributes. Benign negligence or fraudulent behaviour will be pursued following investigations that may be triggered either by own findings or by third party notification. The CertifHy Scheme is designed to operate on checks and balances and to take corrective measures - when necessary - to maintain and restore the CertifHy core principles.

Certificates can only be issued for Production Batches upon provision of information into the Registry that is evidence-based. Evidence shall be provided in the course of Batch Production Audits. Such evidence is metering data comprising at least the Hydrogen Output of the Production Device and respective energy input(s), including information qualifying the type and origin of the energy input, over the same production period.

The maximum Production Batch period to register for Certificate issuing is twelve months, preferably calendar months for ease of evidence verification.

Request for Certificate issuing

Upon provision of Production Batch information into the Registry, the Account Holder requests the issuance of Certificates. A Certificate Issuing request may comprise one or several Production Batches.

A storage device for Gas is not considered to be a Production Device. Gas flowing out of a storage device is not eligible for the issuing of CertifHy Certificates unless:

- a) CertifHy Certificates are cancelled for proving the attributes of the energy fed into the storage device¹, or
- b) the energy so fed into the storage device:
 - i. has demonstrably been produced on the site of the storage device, reflecting the attributes that are requested to be indicated on these CertifHy certificates, and

¹ further provisions need to be in place for ensuring uniqueness of the represented energy, accounting for storage losses, and conveying of attributes of these cancelled certificates.

- ii. has not been or will not be subject to issuance of CertifHy Certificates, and
- iii. will not be disclosed other than in relation with the CertifHy Certificates issued in relation with the Hydrogen Output of this storage device.

If the Hydrogen Output in the Production Batch(es) for which issuance of Certificates is requested is produced from one Core Energy Input deriving from multiple Energy Sources, the operator establishes a Consumption Declaration indicating the share of Core Energy Input from each Energy Source in the total Core Energy Input. Upon clearance of the request, Certificate(s) will be issued for Hydrogen Output from each Energy Source in proportion to this share.

The request shall be completed preferably in English or in a common EU language such as German, French and Spanish. Required documents in any other language must be officially and legally translated.

Production Batch verification / audits

The information provided to the Registry is verified by CertifHy bodies and/or approved third parties, e.g. through the evidence provided during Audit(s) and additional information requests.

- Production Batch(es) have to be within the time limit for Certificate issuing.
- Prior to 1st validation of Production Batch(es), only 90 % of Certificates are issued (10 % reserve).
- After 1st validation and positive behaviour provided, 100 % of Certificates may be issued.
- Certificate issuing for new production batches only, if un-audited Production Batches have not reached the time limit of twelve months as per the earliest Production Batch start date; the backlog of un-audited Production Batches must be validated before new Certificates can be issued.

Audit frequency, timing and intensity beyond above captioned minimum level may vary, subject to track-records and at the discretion of CertifHy bodies to ensure to the extent possible that Production Batches and their attributes are correct and not claimed with several systems or products.

Production Batch Audit

The Audit will be performed by an Auditor of the Certification Body that was selected and contracted by the Account Holder.

Regarding the 'Level of Assurance' and 'Materiality' the audits shall be performed in accordance with ISO 14064-3 as well as the EU Directive 2003/87/EC. The Auditor will perform the audit with all due means to verify accuracy and completeness of the Production Batch registration. For this, an indicative and non-exhaustive list of issues is provided in Annex 1. The audit includes a verification of the company's organisational processes that are in place to ensure that Production

Batches are neither registered with several registries nor with different attributes in the same registry.

After completion of the audit, the Certification Body will submit the Audit Report to the Issuing Body.

Review of Audit Report

The Production Batch Audit Report will be reviewed by the Issuing Body. The Issuing Body must assure itself, that the information provided by the applicant conform with the Production Batch Audit report and thus with the representation of the Production Batch(es) in the CertifHy Registry.

Upon inspection of the documents the Issuing Body will either

- (a) give clearance for Certificate issuing in the CertifHy Registry; or
- (b) claim rework of the registration and further inspections of the Production Batch(es) where needed; or
- (c) dismiss and deny the registration of Production Batch(es) for Certificate Issuing in the CertifHy Registry.

The Issuing Body will at its own discretion check CertifHy registry that the same Production Batches(es) have not been registered already with different energy attributes, and check other known registries to satisfy itself that the Production Batch(es) and its feedstock is not prone to receiving energy attribute certificates from other schemes for the same Production Batch.

Certificate Issuing

Upon clearance the Certificate(s) will be issued in the Registry and the Account Holder becomes the owner of the Certificate(s). The Account Holder will be informed of the issuance into its Account.

A CertifHy certificate will be provided by the Registry for download containing information about the attributes associated with it.

Certificate content shall not be altered by CertifHy bodies unless there is good cause for Certificate correction to restore the CertifHy core principles, e.g. because of roll-back in case of software glitch or correction in case of fraudulent behaviour.

Frequency of Issue

1. Where the period between measurements of the Hydrogen Output of a Production Device is no more than one month, the CertifHy Certificates in respect of such Hydrogen Output shall be Issued no later than one month after the month in which such Hydrogen Output was produced;
2. Where the period between measurements of the Hydrogen Output of a Production Device is more than one month, then the Issuing Frequency shall be the same as the Measurement Frequency; and
3. Where the period between measurements of the Hydrogen Output of a Production Device is more than one month, the number of CertifHy Certificates

issued to a Production Device for each month must be determined on a pro-rata or profiled basis in accordance with the CertifHy Rules by reference to the period between measurements.

A CertifHy Certificate may only be Issued in respect of the Hydrogen Output of a Production Device:

- (a) during a period in which that Production Device was registered in the CertifHy Registry for the relevant Domain for the purposes of CertifHy;
- (b) where the last day on which such Hydrogen Output was generated is not more than:
 - (i) thirteen (13) calendar months after the first day on which the measured Hydrogen Output was generated
 - (ii) twelve (12) calendar months before the date of Issue;
- (c) which has been found to be produced from the Input, or Inputs, claimed by the Registrant of the originating Production Device and which meets the Hydrogen Output Criteria of CertifHy.

Certificate Issuing dismissal

Certificates will not be issued if the registrant is not compliant with CertifHy Terms & Conditions.

Rectification

If it transpires that the data in a CertifHy Certificate is inaccurate (whether or not through an act or omission of the Registrant of the Originating Production Device), CertifHy is:

- (a) entitled to withdraw that CertifHy Certificate from where it is, at the time of such withdrawal, in the Account of that Registrant; and
- (b) entitled to recover the cost of securing the agreement of another Account Holder to the withdrawal of Certificates of the same type from that other Account Holder's Account, where the CertifHy Certificate is not in the Account of that Registrant;

Annex

Annex 1: List of Production Batch Audit issues

Extract from Audit_Checklist_v0.xlsx (2018-06-14)

Basic Information		Comment
Production Device ID		Should be given by the registry with the PD registration
CertifHy-Green		Comment
Start date of production batch		dd.mm.yyyy
End date of production batch		dd.mm.yyyy
Fuel (or heat source)	Name (duplicate as required)	See table below
	Code (duplicate as required)	See table below
Share of renewable energy [%]		%
GHG emission intensity [g CO ₂ e / MWhH ₂]		value
Amount [MWhH ₂]		value
CertifHy-Low Carbon		Comment
Start date of production batch		dd.mm.yyyy
End date of production batch		dd.mm.yyyy
Fuel (or heat source)	Name (duplicate as required)	See table below
	Code (duplicate as required)	See table below
GHG emission intensity [g CO ₂ e / MWhH ₂]		value
Amount [MWhH ₂]		value
Double counting avoidance		Comment
Is the production Device registered under a different scheme		yes / no (continue only if yes)
Name of the registry/ies		name
Exists issuance for any of the periods requested above?		yes / no (continue only if yes)
Issuance in other registry are public?		yes/no (continue only if not)
Duplicate for further registries		
Amount issued		value [MWhH ₂]
Attributes issued		name
Start date of production batch		dd.mm.yyyy
End date of production batch		dd.mm.yyyy