

Customer information _ GHG emissions Verification or Validation 客户信息表 _ 温室气体排放审定与核查

Please enter the data all the way, so that we can calculate optimal.

请配合提供详细的信息，以便工作高效开展。

*Please fill in the file bilingual 请用中英双语填写

General details about the company 公司详细信息

Company name: 组织名称/组织原名 (适用时)			
Street / no. 街道/门牌号			
Country – zip code – town 国家/邮编/城市			
Company website / General e-mail address 网址/电邮			
legal representative 法人代表		Organization Code 组织机构代码	
registered capital 注册资本及币种			
Type of organization 组织类别	☐ 政府机关 ☐ 事业单位 ☐ 社会团体 ☐ 企业组织 ☐ 其它组织 如果是企业组织，请选择 ☐ 内资企业 ☐ 港、澳、台商投资企业 ☐ 外商投资企业		
General manager (surname, first name) 总经理姓名		E-Mail 电邮	
		contact number 联系电话	
Contact person (surname, first name) 联系人姓名		E-Mail 电邮	
		contact number 联系电话	
Company telephone number 公司固定电话		fax number 公司传真	

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温室气体核查/审定客户信息表

Details about sites and employees 公司场所及员工

Relevant site/s for verification 核查相关方	Headquarters in: 总部	Branch office 1 in: 分部 1	Branch office 2 in: 分部 2	Branch office 3 in: 分部 3
Name 名称				
Address 地址				
Contact Person 联系人				
Contact Info (Phone number) 联系方式 (电话号码)				
Total number of staff/employees per location/site 各个场所的总员工数				

If there are more sites, please copy this page and complete the table. 若有更多的分现场, 请复印此页并填写。
It is not necessary to fill in the sites that do not involve verification. 不涉及核查/审定的现场可不填写。

Details of company activities 公司活动

Description of GHG verification purpose 温室气体排放核查目的描述	☐		
Customer request 客户要求			
Industry code of your company 所属国民经济行业			
Which of these activities does your company perform ? company? 公司的主要活动	☐ service 服务	☐ development 研发	☐ storage/transport 仓储/运输
	☐ production 生产	☐ sales 销售	☐ others: 其他
Do you have different activities at different locations? please describe.* 如果贵公司在各场所活动不同, 请予以描述。 *	-	-	-

*It is not necessary to fill in the sites that do not involve verification. 不涉及核查/审定的分现场可不填写。

Type 类型: ☐ Organization 组织 ☐ Project 项目 ☐ Product 产品

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GHG verification/validation information at the Organization Level (if applicable)

组织层面温室气体核查信息 (如适用)

Organizational boundaries 组织物理边界	xx 省 xx 市 xx 路 xx 号
Criteria 准则	☐ ISO14064-1, ☐ GHG protocol ☐ 其他 others,
Agreement type 协议类型	☐ Verification 核查 ☐ Validation 审定
Objective 目标	☐ Verification + Validation 核查+审定
Scope 报告范围	☐ Scope1 范围 1 ☐ Scope 2 范围 2 ☐ Scope 3 范围 3
Base year 基准年	
Year of verification/validation 核查/审定年份	
Level of quality assurance 质量保证等级	☐ 有限保证等级 Limited ☐ 合理保证等级 Reasonable
Materiality threshold 实质性阈值	☐ 1% ☐ 2% ☐ 3% ☐ 4% ☐ 5% 基于温室气体排放量 Based on GHG emission (tCO ₂ e) 5% <10,000 4% 10,000-50,000 3% 50,000-100,000 2% 100,000-1,000,000 1% ≥1.000.000
Products 产品	

GHG verification/validation information at the project level (If applicable)

项目层面温室气体核查信息 (如适用)

Project Name 项目名称	
Project Description 项目简介	
Criteria 准则	☐ ISO14064-2 ☐ 其他 others
Objective 目标	☐ Verification 核查 ☐ Validation 审定
Project base line 项目基准线	
Project period 项目周期	
Project Address 项目地址	
Number of people involved 涉及人数	
Site area 场地面积	
Relationship with customers 与客户关系	☐ 主办方 Organizer ☐ 承办方 Executor ☐ 其他 Others,
Level of quality assurance 质量保证等级	☐ 有限保证等级 Limited ☐ 合理保证等级 Reasonable

Please complete the following points for every site or project that is to be validated/verified.

针对每个申请审定/核查的场所或项目，填写如下信息

GHG relevant data 温室气体相关信息

Site / location 场所/地点:						
Number of GHG management effective personnel according 温室气体管理有效人数	Top management a), e)最高管理层	人	GHG team/ Management representative b), c), e) 温室气体管理团队/管理者代表	人/人	Other persons responsible who have significant influence on GHG emission and GHG management effectiveness d), f), g) 对温室气体排放和温室气体管理有效性有重大影响的其他有责任人员	人

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温室气体核查/审定客户信息表

Sum of GHG management effective personnel 温室气体管理有效人员总数	人	
Which are the relevant GHG emission categories? 有哪些相关的温室气体排放类别? What is the specific emission for the relevant GHG emission categories? 相关温室气体排放类别的具体排放量是多少?	GHG emission category 温室气体排放类别	amount of annual GHG emission 年温室气体排放量 (tCO _{2e})
	☐ Category 1 Direct GHG emission from combustion of fuel, industrial process and fugitive emission etc. 类别 1 直接排放-来自于燃料燃烧、过程排放、逸散排放等	
	☐ Category 2 Indirect GHG emission from imported energy 类别 2 间接排放-来自于外购能源	
	☐ Category 3 Indirect GHG emission from upstream and downstream transportation, employee commuting etc. 类别 3 间接排放-来自于上下游运输、员工通勤等运输	
	☐ Category 4 Indirect GHG emission from products used by organization 类别 4 间接排放-来自于组织使用的产品 (原辅料)	
	☐ Category 5 Indirect GHG emission associated with use of products from organization 类别 5 间接排放-来自于产品的使用	
	☐ Category 6 Indirect GHG emission from other sources 类别 6 间接排放-其它来源	
Sum of GHG emission categories and annual amount of emission 温室气体排放类别和年排放量合计		

*a) top management 最高管理层 Plant manager	b) management representative(s)管理者代表 Facility supervisor	c) GHG management team 温室气体管理团队 Green team	d) person(s) responsible for major changes affecting GHG emission 对可能会影响温室气体排放的重要变更负有责任的人员 Operations ,ME
e) person(s) responsible for the effectiveness of the GHG management 对温室气体管理有效性负有责任的人员 Plant manager, Facility &EHS supervisor	f) person(s) responsible for developing, implementing or maintaining GHG emission reduction improvements including objectives, targets and action plans 对建立、实施或保持温室气体减排改进 (包括目标、指标及实施方案) 负有责任的人员 Facility supervisor, ME manager,	g) person(s) responsible for significant GHG emission sources, sinks and reservoirs (对主要温室气体源/汇/库负有责任的人员:FAC supervisor , Maintenance supervisor, product supervisor, product manager	

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GHG verification/validation information for Carbon footprint of Product (If applicable)
产品碳足迹核算信息 (如适用)

Product name 产品名称	
Specifications 规格型号	
Functional unit 功能单位	
System boundary 系统边界	☐ 从摇篮到坟墓 From Cradle to grave ☐ 从摇篮到客户门口 From Cradle to Customer gate ☐ 门到门 (公司内) From Gate to Gate (within Organization)
Main process 主要工艺	
Product Image 产品图片	
Criteria 准则	☐ ISO14067 ☐ PAS2050 ☐ 其他 others,
Objective 目标	☐ verification 核查 ☐ validation 审定
Level of quality assurance 质量保证等级	☐ 有限保证等级 Limited ☐ 合理保证等级 Reasonable
Materiality threshold 实质性阈值	☐ 不大于 5% (no more than 5%)

List of documents to be provided 需要提供文件清单

1	Organization Chart 组织机构图
2	Layout 组织平面布局图
3	Process flowchart 工艺流程图
4	BOM (only applicable for CFP) 物料清单 (仅适用于产品碳足迹)
5	energy sources 能源种类
6	energy consumption statistics 能源消耗统计表
7	list of energy users 耗能设备清单
8	GHG inventory and GHG report , or CFP study report

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	温室气体清单和报告，或产品碳足迹研究报告
9	Previous GHG inventory and GHG report , or CFP study report 以往的温室气体清单和报告，或产品碳足迹研究报告
10	GHG information management system documents 温室气体信息管理体系（包括组织机构图、职责权限确定、人员培训、温室气体文件和记录管理程序、温室气体量化和报告程序、数据质量管理程序等）
11	Other GHG-related activities, programmes and reports (if applicable, eg contract energy management, energy audit, energy performance report, etc) 其他与温室气体相关的活动、方案和报告， (适用时，如：合同能源管理、能源审计、能源绩效报告等)。

Information prepared on: by:

填写日期：填写人：