

## Exempel på aspekter som behöver beaktas vid virtuella platsbesök

### 1. Exempel på verifieringsaktiviteter

**Aktivitet:** *Checking the installation's boundaries, data flow, completeness of source streams and sources, checking implementation of monitoring plan.*

Exempel på hur aktiviteten kan genomföras på distans:

- Obtain data flow and diagrams, photographic evidence and other relevant information from the operator or aircraft operator. This enables the verifier to check the data flow, and type of control activities.
- Interviews with staff responsible for monitoring and reporting activities in the different steps of the data flow through web meetings, web-sharing etc.
- Walkover checks using video or other Information and communications technology tools (ICT) with livestream audio and video connection to check completeness, actual implementation of the MP, installation boundaries, following a sample in the process.
- Use drones in places where it is not possible to send staff.

**Aktivitet:** *Assessing implementation of procedures; and actual testing of control activities.*

Exempel på hur aktiviteten kan genomföras på distans:

- Having the operator or aircraft operator send relevant information on control activities and procedures to the verifier or providing them with remote access to this information so they can prepare in advance.
- Inquiring how operators or aircraft operators have carried out control activities by interviewing them in web meetings (and having them explain how control activities are carried out)
- Observing how staff are carrying out control activities by walk through demonstrations using web meeting screen share, livestream (or recorded) narration audio and video, and interviews. The type of technology used depends on the control activity being implemented.
- Inspection of output documents and records to determine whether, when and how manual controls are being/have been implemented
- Inspection of IT systems through screen sharing or remote access with ability to take screen grabs as records.
- Cross checking control activities by asking for them to be reperformed on screen; the verifier can redo an individual check and/or compare the latest data to underlying primary data etc. Depending on the operator's data flow this may be more easily done in some cases; in other cases where applying planned tests prove to be more difficult in a virtual site visit this should be recorded in the internal verification documentation.

**Aktivitet:** *Data checking and sampling.*

Exempel på hur aktiviteten kan genomföras på distans:

- In principle checks on data and data sampling can be done behind a desk if the verifier is provided with access to all relevant information and records; e.g. copies of spreadsheets and other records, and access to online databases etc, where possible.
- Tracing data back from the final report/calculation sheet to the primary source and doing checks on the data trail is done by the verifier remotely and in walkthrough tests with video (see above).

**Aktivitet:** *Assessment of measurement equipment, monitoring systems and processes and assessment of calibration and maintenance.*

Exempel på hur aktiviteten kan genomföras på distans:

- Visual inspection of meters, systems and equipment through livestream connections with audio and video, smartphones, drones, head cameras and microphones or by the use of date and timestamped photos specified by the verifier.
- Obtain from the operator all relevant records (the planned maintenance programme for each instrument (complete loop), along with associated calibration and maintenance records, calibration gas bottle certificates for online analysers, and relevant maintenance etc procedures).
- Where relevant obtain information on the configuration of flow computers, distributed control systems etc. to assess if algorithms give rise to anomalies.
- Cross check whether the installed equipment matched information on calibration records (type, manufacturer, serial number etc.) in date stamped photographic evidence of the instrument in its location.
- Web meeting interview of relevant personnel to talk through the evidence obtained and for them to demonstrate systems in action.

**Aktivitet:** *Assessment of data management systems; Advanced Process Controls and IT systems.*

Exempel på hur aktiviteten kan genomföras på distans:

- Obtain from the operator relevant procedures and process diagrams related to systems security, backup, archive and control
- Interview relevant personnel in relation to the application of IT controls covered by the procedures; including their frequency, security controls etc.

## **2. Exempel på verifieringsrisker relaterade till virtuella platsbesök**

- The verifier is not able to confirm the scope of the installation and the approved MP because it cannot view all the emission sources, source streams associated with the site. The same can apply to the implementation of the approved monitoring methodology plan and assessment of sub-installation boundaries if the verifier is verifying annual activity level reports and baseline data reports.

- Online connections or ICT are not functioning properly making it difficult to carry out a good virtual site visit and so having an impact on the validity and objectivity of the information gathered and evidence collected during the virtual site visit.
- The verifier is not able to confirm the tier requirements in relation to the metering etc. since it is not able to confirm that the physical meters meet the description in the MP, their correct installation and their maintenance requirements.
- The verifier is not able to check calibration equipment, other monitoring or IT systems properly on a remote basis which makes it difficult to assess whether the MP or MMP have been implemented correctly and whether the relevant legislation has been applied correctly.
- The verifier is not able to check the effectiveness and correct implementation of the data flow activities, and the control activities that have been implemented to mitigate the risks related to the data flow (inherent risks). It could be more difficult for the verifier to carry out re-performance testing or observing how operator's personnel carry out certain quality assurance and control activities.
- It will be more difficult for the verifier to undertake adequate walkover tests, data reviews and to trace the data back to the source. Complications in the virtual site visit could lead to an inability to perform proper data and traceability checks leading to an inappropriate verification opinion.
- The operator or aircraft operator's processes and key personnel could be impacted by the force majeure circumstances. The verifier should be aware of that and also focus its verification activities on how the operator or aircraft operator have dealt with this impact and managed the consequences.
- An incorrect verification opinion is issued based on an incorrect emission report resulting in an inaccurate number of allowances being surrendered in April.