



# **Accreditation & Verification Forum – Man-day Tool**

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# Background Man-day tool

- *In Portugal a Man-day table is used in combination with the verifier's own time allocation*
- *Use of the Man-day table first discussed in the 2008 Verification Forum*
- *In TWG-MRVA most MS in favour of using a man-day tool to support the assessment of time allocation*
- *However, MS had concerns that the tool could be misused*
- *To accommodate concerns focus of the Man-day table changed into a cross-check tool that can be used by NABs to support the assessment of time allocation*

# Man-day tool for use by NABs/ NCAs

- *The Man-day tool is based on the Portuguese method but changes made to accommodate the changed objective*
- *Man-day tool intended to be used only by NABs/ NCAs → not for use by verifiers*
- *Man-day tool is an indicative cross-check tool and should not be seen as a definitive and absolute method*
- *The NAB's/ NCA's assessment of verifier's time allocation still remains an individual assessment taking into account specific factors*

# How does the Man-day tool work?

- *Steps leading to an indicative number of man-days:*
  - ✓ *number of emission sources*
  - ✓ *number and type of source streams*
  - ✓ *the total aggregate amount of emissions*
  - ✓ *the size and complexity of the installation/ AO*
  - ✓ *robustness of data flow activities and control system*
  - ✓ *number of times a verification has been carried out for the same operator/AO*
- *Points assigned for each step leading to a total number. It depends on the circumstances how many points are allocated*

# Example of how Man-day tool works

Level of complexity and control (one of the steps)	Points to score
Very simple, low complexity and simple controls	2
Moderate complexity and good control	8
High complexity and good control	16
Moderate/High complexity and poor control	30

Sum of the points allocated per step	Up to 8	8-23	24-35	36-50	>50
Indicative verification man days	1.5	2-3	4-5	6-7	8-9

# How does the Man-day tool work?

- *It is not a rigid approach: there is room for individual judgment and assessment of situation at hand*
- *If the verifier has carried out verification for the same operator/ AO, some time can be subtracted from the total indicative number of man-days*
- *Some observations are made in the tool for situations where the verification team consists of more than one person*
- *The indicative number of man-days could be used to cross-check the NAB's individual assessment of the time allocation*
- *It is not the definitive number and does not exempt the NAB from carrying out an individual assessment*

# Options regarding publication and use

- *Circulated only to NABs/NCAs*
- *Publication on the COM's ETS MRV website for NAB/NCA use for general/indicative purposes only, but also available for information to CAs and others*

# Thank you for your attention!

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