

CFP Communication Program

Rules on CFP system certification

Established on June 28, 2012

Document ID: R-09-01

Japan Environmental Management Association for  
Industry

## Chapter 1. General provisions

### <Purpose>

#### Article 1

This document prescribes the rules on CFP system certification, one of the verification methods of carbon footprint of products (hereinafter called "CFP") under the CFP Communication Program (hereinafter called "the CFP Program"), operated and managed by JEMAI (Japan Environmental Management Association for Industry).

### <Overview of CFP system certification method>

#### Article 2

- (1) A business that wishes to make CFP declaration by using a CFP system by the CFP system certification method under the CFP Program shall gain the certification conducted by a CFP system certification body registered in the secretariat of the CFP Program.
- (2) Once the CFP system is certified, the business can make an application for registration and release of CFP declaration and then an application for CFP mark license, after completed an internal verification within an organization using the certified CFP system.

### <Requirements>

#### Article 3

The requirements for a CFP system by using the CFP system certification method shall be prescribed in the "Requirements for CFP system certification." Other supplementary requirements shall be separately prescribed by the CFP system certification body.

### <Assurance level of CFP verification>

#### Article 4

The assurance level of CFP verification should be "limited assurance level" from the viewpoint of the nature of life cycle assessment (LCA). The term, "assurance level" is originally used in accounting audit. The assurance level is categorized into "absolute," "reasonable," and "limited".

- The "absolute assurance level" means that an auditor works with a company to check whether or not the company's operations conform to applicable specifications or standards, and the auditor guarantees its total conformance. In CFP verification, however, such guarantee is not realistic for an auditor.
- The "reasonable assurance level" generally means that a level which is used by an accounting audit corporation to check an annual financial statement audit for a company. An accounting audit corporation tracks the evidence of the documents (e.g., financial statements) submitted by a company as much as possible, for example by tracking data sources to support the evidence. Such data verification requires considerable works, because these documents are required to disclose accurate corporate information, and data obtained by such documents can influence a

stock value of a company. For example, the greenhouse gas (GHG) credit system requires this level of assurance because the value is converted into money.

- The “limited assurance level” means that data verification is conducted with limited information and materials provided by a company, and its level of assurance is therefore limited. Regarding CFP verification, the data inside and outside (supply chain) of a company are needed for auditing as the nature of LCA, thereby it is impossible to gain the reasonable assurance level for such all data. Moreover, there is a case that secondary data is collected because primary data cannot be collected, even for the data inside of the company. In such case, data verification at the reasonable assurance level is not suitable for actual conditions. On the other hand, even at the limited assurance level, the data on GHG sources, which can have significantly shares of emissions, shall be verified carefully.

## **Chapter 2. CFP system certification**

### **Section 1. CFP system audit**

<Application for CFP system certification>

Article 5

A business that wishes to undergo a certification of a CFP system shall establish its CFP system within the organization, and shall submit an application for a CFP system certification to the CFP system certification body.

<Audit by the CFP system certification body>

Article 6

The CFP system certification body shall conduct an audit of the CFP system internally established by the organization, and shall decide the audit result, based on the requirements prescribed by the program operator.

<Confirmation by the review panel>

Article 7

The review panel shall confirm the audit result made by the CFP system certification body.

<Notification of audit result>

Article 8

After confirmed the audit result by the review panel, the CFP system certification body shall notify the audit result to the organization that made the application.

Section 2. Handling after passed the CFP system audit

<Release of name and relative information of the business whose CFP system has passed the CFP system audit>

Article 9

The name and relative information of the business whose CFP system has passed the CFP system audit shall be released on the CFP website.

<Validity period of CFP system certification>

Article 10

The validity period of the CFP system certification shall be 3 years. If the business wishes to continue its certification, it can make an application for renewal to the CFP system certification body.

<Surveillance>

Article 11

The CFP system certification body shall conduct surveillance to confirm the validity of the certified CFP system.

<Revocation of certification>

Article 12

In the event that any violation by a business is found, the secretariat of the CFP Program and the CFP system certification body can revoke the certification granted to the business.

Supplementary provision

This document shall come into effect on July 2, 2012.