

Guidelines for the CFP Survey Question D4—Verification

Guideline	Description
Independence	There should be unambiguous separation of responsibilities for preparation of the chemicals management verification report from those who are ultimately accountable for the data. Use of third party organizations is required to perform this verification.
Competence & Ethics	<p>Verification practitioners should be clearly competent in both verification and chemicals management practices. The verifying company should have consistent and documented verification project standards that are required to be used for all verification projects.</p> <p>The verifying company and its practitioners should be subject to a code of ethics consistent with or as demanding as the International Ethics Standards Board for Accountants' (IESBA) Code of Ethics for professional accountants related to assurance engagements, and including standards for integrity, objectivity, professional competence, and due care.</p>
Subject Matter	The chemicals management data content should be relevant to the end users of the information and should be capable of being objectively measured.
Criteria	The verifying company should use a documented and consistent methodology for performing the verification procedures, and should demonstrate to the responder company how its methodology meets the CFP Verification Guidelines.
Quality Control	<p>The verifying company's quality control structure should be consistent with International Standard on Quality Control's ISQC 1 Guidelines, designed to maintain a high level of quality of verification work. The ISQC Quality Control System includes guidelines on:</p> <ul style="list-style-type: none"> • leadership responsibilities for quality within the company; • ethical requirements; • requirements whether to accept, continue, or discontinue an engagement; • human resources management; • how to be sure engagements are performed appropriately; and
Sufficient and appropriate	The verifying company should determine to what extent the information is being reported in a reasonable and balanced manner, and whether the available data are sufficient to make that determination.
Results Report	The verifying company should produce a Results Report for the intended audience with its assessment of the veracity of the chemicals management information reviewed. the intended audience for the report may range from purely internal resources, to external stakeholders, to the general public. The Results Report should be shared with the CFP to confirm performance of the verification work.