**Written statement by independent soil sampling technician**

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| FORM |
| CER-ACCU-001 |
| v1.0 26/10/2023 |

# Purpose of this form

This document sets out the form approved by the Clean Energy Regulator to meet the requirement of Section 32(1)(k) of the *Carbon Credits (Carbon Farming Initiative—Estimation of Soil Organic Carbon Sequestration using Measurement and Models) Methodology Determination 2021*. It ensures the person(s) who collect and/or prepare samples meet the method requirements.

This statement must be provided by each person responsible for extracting and/or preparing any samples in the reporting period as part of the offsets report. Keeping a record of the identity and relevant qualifications of all persons involved in soil sampling is a record keeping requirement under Section 36(b) of the method.

Participants may use this form or replicate this form in their own format providing all information is included and the verification statements are unchanged. Incomplete replicas of the form will not be accepted.

Evidence of GPS locations of actual samples taken must be provided as part of the offsets report. While this provides a control to ensure sample collection has occurred as per the provided sample plan, participants should consider including an identification number to match signed statements to the relevant sample plan.

A verifiable e-signature (from the individual) is acceptable. This includes having the statement completed and emailed directly from the individual’s verifiable email address or using verifiable e-signature services.

# Instructions for completing this form

Please read each part of the application carefully, fully answer all the questions, sign where indicated, and attach the required documentation.

You must complete and submit:

* **Written statement by independent soil sampling technician(s)** – if you are the soil sampling technician
* **Written statement by independent soil preparation technician(s)** – if you are the soil preparation technician, or
* **both sections** – if you conducted both the sampling and the preparation of the sample.

Multiple people can sign thedocument if required.

You can choose to complete this form by:

* printing the form and filling it in by hand
* saving the form and filling in an electronic copy, or
* creating your own template using the verification statements on the following pages.

Note that if you choose the second option, there may be times when you will need to print certain sections in order to sign them or in order to complete multiple entries for a single set of questions. These sections may be scanned back into the computer and submitted electronically with the rest of the form.

|  |  |
| --- | --- |
| Pen colours | Please use a **black** or **blue** pen to write on the form. |
| Check boxes | Mark boxes like this £ with a ✔ or ✘. When an instruction asks you to ‘tick’ the box, you can still use either ✔ or ✘. |
| Go to | Where you see an instruction like this - **£** Go to **question 5** - mark the relevant box with a ✔ or ✘and then skip to the question number shown. You do not need to answer the question(s) in between.  Where an instruction has a black double arrow (8), go to the next indicated part/section. Where an instruction has a black single arrow (4), go to the next question. Where an instruction has a black single arrow pointing down (6), fill in the field(s) directly below. |
| Mandatory questions | If all fields in a question are mandatory and must be completed, **(required)** is added to the end of the question label text. If a field in a question is mandatory only IF a condition is met, **(required if any)** is added to the end of the question label text. |
| 4 | This symbol indicates an instruction on what to do next. |
| i | This symbol indicates additional useful guidance to filling in the adjacent field or section. |
| 4 | This symbol advises that more than one entry may be required for the section and therefore you may need to photocopy or print the section or fill in a duplicate section. |
| ë | This symbol advises that additional documentation to support a claim may need to be attached to the application. |
| Duplex printing | This form is designed to be duplex printed to save on paper. All new sections start on the right-hand side of a page spread. |

Help filling in this form

Guidance for filling in this form is available on the [Clean Energy Regulator website](http://www.cleanenergyregulator.gov.au).

If you require assistance or have any questions regarding this application process, please contact the Clean Energy Regulator general enquiries line on **1300 553 542** or email   
[cer-erfsoilsavannaandagriculture@cleanenergyregulator.gov.au](mailto:cer-erfsoilsavannaandagriculture@cleanenergyregulator.gov.au).

Submitting this form

A signed copy of this form should be kept for your records. This form must be submitted as part of your offsets report under the *Carbon Credits (Carbon Farming Initiative—Estimation of Soil Organic Carbon Sequestration using Measurement and Models) Methodology Determination 2021*.

Written statement by independent soil sampling technician(s)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project ID |  | | | |
| Project Name |  | | | |
| Sampling dates | From(dd/mm/yyyy) |  | To  (dd/mm/yyyy) |  |
| Unique sample plan ID |  | | | |

By signing below, I verify the following to the Clean Energy Regulator:

* I was responsible for and personally collected the samples for analysis for the project listed above.
* I have a good understanding of the requirements of the relevant method and the Supplement.
* The sample preparation was undertaken in accordance with the requirements of the relevant method and the Supplement.
* The sampling was not conducted in a manner, or at a time, that was likely to overestimate any increase in soil organic carbon in each carbon estimation area.
* I have no financial interest\* in the project and was not influenced in any way to adjust the preparation.
* Apart from being paid my normal salary or fee for sample preparation, I have not and will not receive any financial benefit or incentive related to the outcome of the project.
* I did not prepare, review or revise the land management strategy for the project, and
* I am aware that the provision of false or misleading information is a serious offence and carries penalties under the *Criminal Code 1995* and may have consequences under the *Carbon Credits (Carbon Farming Initiative) Act 2011* and other laws.

\*Being paid to prepare the samples does not constitute a financial interest in the project. Where the preparing company has an agreement linked to the success of the project (for example through a percentage share of the ACCUs), that Company will need to ensure any individual employees taking samples are not tied to that arrangement. Being paid a salary does not constitute a financial interest; however, if the individual was a company director that received a share of profit, or if an employee was paid a bonus based on the success of the project (through a share of ACCUs), this would potentially affect their ability to declare they have no financial interest.

Signature:

|  |  |
| --- | --- |
| Signatory name |  |
| Date |  |
| Position |  |
| Employer |  |
| Contact number and/or email |  |

Written statement by independent soil preparation technician(s)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project ID |  | | | |
| Project Name |  | | | |
| Sampling dates | From(dd/mm/yyyy) |  | To  (dd/mm/yyyy) |  |
| Unique sample plan ID |  | | | |

By signing below, I verify the following to the Clean Energy Regulator:

* I was responsible for and personally prepared samples for analysis for the project listed above.
* I have a good understanding of the requirements of the relevant method and the Supplement.
* The sample preparation was undertaken in accordance with the requirements of the relevant method and the Supplement.
* I have no financial interest\* in the project and was not influenced in any way to adjust the preparation.
* Apart from being paid my normal salary or fee for sample preparation, I have not and will not receive any financial benefit or incentive related to the outcome of the project.
* I did not prepare, review or revise the land management strategy for the project, and
* I am aware that the provision of false or misleading information is a serious offence and carries penalties under the *Criminal Code 1995* and may have consequences under the *Carbon Credits (Carbon Farming Initiative) Act 2011* and other laws.

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Signature:

|  |  |
| --- | --- |
| Signatory name |  |
| Date |  |
| Position |  |
| Employer |  |
| Contact number and/or email |  |

Protection of information

The Clean Energy Regulator is bound by the secrecy provisions in Part 3 of the *Clean Energy Regulator Act 2011* and by the *Privacy Act 1988*.

Privacy statement

'Personal information', as defined in the *Privacy Act 1988*, means any information from which a person’s identity is apparent or can be reasonably ascertained.

Personal information collected in relation to this application will be used for the purpose of assessing the application, auditing compliance, enforcement of relevant laws and regulations and for related purposes. The collection of personal information is authorised by the *Clean Energy Regulator Act 2011*.

Disclosure of information

The Clean Energy Regulator and authorised staff are only able to disclose information relating to the affairs of a person (including personal information) collected in relation to this application in accordance with the *Clean Energy Regulator Act 2011* or as otherwise required by law.

Part 3 of the *Clean Energy Regulator Act 2011* prevents disclosure of relevant information except in circumstances set out in that Part. Those circumstances include:

* disclosure for the purposes of a climate change law
* disclosure to the Minister
* disclosure of summaries or statistics if those summaries or statistics are not likely to enable the identification of a person
* disclosure to certain bodies where the Chair of the Clean Energy Regulator is satisfied that disclosure will assist those bodies in the performance of their functions or powers, including the Australian Securities and Investment Commission, and the Australian Competition and Consumer Commission
* disclosure for the purposes of enforcement of the criminal law, enforcement of a law imposing a pecuniary penalty or for protection of the public revenue, if the Chair of the Clean Energy Regulator is satisfied that disclosure is reasonably necessary for such purpose.

Accessibility disclaimer

The Clean Energy Regulator has worked to ensure that this document is accessible but please contact us to obtain an alternative version if you are having difficulty or you have specific accessibility needs. Please call **1300 553 542** or email the name of the form and your needs to [enquiries@cleanenergyregulator.gov.au](mailto:enquiries@cleanenergyregulator.gov.au).

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