



ADCS  
INTERNATIONAL

## ANAEROBIC DIGESTION CERTIFICATION SCHEME INTERNATIONAL SCHEME RULES

DEVELOPED BY



WORLD BIOGAS  
ASSOCIATION

SUPPORTED BY



Global  
Methane  
Hub



TotalEnergies



#MakingBiogasHappen



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**DOCUMENT CONTROL**

Any updates to this document will be posted on the World Biogas Association website. Anyone using this document should periodically check for updates to ensure they are using the latest version.

If you have any feedback or questions about the document, please email [mbh.contact@worldbiogasassociation.org](mailto:mbh.contact@worldbiogasassociation.org)

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30 May 2024	0.1 Working draft
Jul 2024	0.2 Update working draft
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## DISCLAIMER

This document and the Anaerobic Digestion Certification Scheme International (ADCS-Intl) are for guidance only and are not intended to be a legal guide or a replacement for independent specialist advice. Those who use this document or participate in the ADCS-Intl should ensure that they take appropriate professional advice. The World Biogas Association and its advisers accept no liability whatsoever for any expense, loss, claim or proceedings arising from reliance placed upon this document or any part of the ADCS-Intl. Users must always satisfy themselves as to the applicability of the relevant part(s) of any guidance within this document or the ADCS-Intl to their circumstances.

The scheme criteria have been devised following multiple workshop and steering groups with industry engagement and are intended to accommodate a wide range of types of anaerobic digestion projects, from small to large scale and across agricultural and waste plants. Some operators may go further than the criteria, which is to be encouraged. The scheme is designed to reflect current industry practices at the time of publication and should not be taken in any way as discouraging or negating the need for innovation, further improvements in practice or advances in technology over time. The scheme criteria will be reviewed periodically by the World Biogas Association in conjunction with the steering group and other stakeholders and may be updated from time to time.

## DEFINITIONS

TERM OR ACRONYM	MEANING
WBA	World Biogas Association
AD	Anaerobic digestion
Applicant	Company or organisation applying to be certified to the ADCS-Intl
Auditor	Person carrying out audits in accordance with the ADCS-Intl
ADCS-Intl	Anaerobic Digestion Certification Scheme International (sometimes referred to as the scheme)
Certification body	Company appointed by the WBA (the scheme owner) to assess whether applicants comply with the ADCS-Intl
Operator	Company responsible for the day-to-day operation of an AD plant
Scheme criteria	Criteria set out in the “Audit sheet and scheme criteria” document that certification bodies use to assess applicants. This is available on the scheme website
Scheme member	An applicant that has been successfully certified by an appointed certification body in accordance with the Scheme Criteria and Rules
Scheme rules	This document, which sets out the rules governing the scheme, including the scheme structure, how the audit and certification processes work, the appeals and complaints procedures and the certification body qualifications and requirements
MBH	Making Biogas Happen
Steering group	An independent group set up to provide oversight of the scheme criteria, scheme rules and scheme structure, to consider comments from scheme members, and to guide the future development of the scheme

## 1. INTRODUCTION

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## 1.1 THE ANAEROBIC DIGESTION CERTIFICATION SCHEME INTERNATIONAL

The Anaerobic Digestion Certification Scheme International (ADCS-Intl) is part of the #MakingBiogasHappen project. #MakingBiogasHappen focuses on delivering multiple key projects that will assist in the development of the biogas industry. As a standardised model sensitive to country feedstock profiles, the ADCS-Intl will set a globally accepted benchmark for best practice and allow for the rapid expansion of the biogas industry around the world.

The ADCS-Intl is the world's first international, biogas-specific certification scheme designed to improve the health, safety, environmental and operational performance of biogas (anaerobic digestion) plants and to ensure that plant operators and managers are competent in their roles. The scheme considers a standardised Life Cycle Assessment (LCA) with specific information on biomethane certificates and carbon reduction to demonstrate and incentivise decarbonisation through biogas plants.

The ADCS-Intl will increase the speed and facilitate the process by which anaerobic digestion (AD) plants are approved and constructed. It will also deliver the safety, environmental and quality requirements and standards needed to develop and implement best practices in the plant planning and development stages.

In tandem, the ADCS-Intl will significantly contribute to the health, safety, environmental and operational performance of biogas plants and ensure that plant operators and managers are competent in their roles and operate in accordance with the minimum best practice guidelines. This will lead to a substantial reduction in industry malpractice by ensuring environmental and sustainability concerns (e.g. fugitive methane leakage) are identified, addressed and rigorously monitored.

Furthermore, a successful plant with ADCS-Intl will benefit from:

- a clear accreditation model designed exclusively for the biogas industry, boosting confidence in the project and access to further revenue streams, such as carbon markets
- enhanced safety and risk management
- environmental sustainability
- market stability and investor confidence (provided by financial guarantees obtained by having ADCS-Intl operational certainties) with the ability to link performance to other monetisation elements such as carbon credits
- positive industry reputation and public acceptance
- innovation and technological advancements
- collaboration and knowledge sharing
- having an exemplar development, meeting globally recognised best practice standards

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## 1.2. OBJECTIVES OF THE SCHEME

The AD sector has grown significantly over the years and is now a mature industry encompassing waste management, agriculture and industrial/on-site settings. The motivation behind developing the ADCS-Intl was to provide a mechanism for AD plant operators to improve their environmental, health and safety, and operational performance and to demonstrate this achievement to third parties through an independent certification process. The scheme was designed to set out best practice in the operation of AD plants as defined collectively by the industry. The scheme provides a means of assurance that an AD plant is being run safely and well (within the terms of the scheme) and can be used by regulators, insurers, investors and others to understand a plant's performance.

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## 1.3. APPLICATION OF SCHEME

The scheme includes elements of compliance checks against relevant regulatory requirements where they exist, and/or to benchmark performance against international best practice. Participation is voluntary, and open to all biogas operators globally. Regardless of participation in the ADCS-Intl, it is the responsibility of all AD operators to ensure their activities are legally compliant with all relevant legislation. The ADCS-Intl is only concerned with compliance with specific requirements relevant to the scope of the scheme as set out in the scheme criteria.

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## 1.4. SCOPE

The scheme's scope includes the whole of the AD industry (see section 2.5: scheme members). The following areas are covered in the ADCS-Intl:

- Health and safety. Effective health and safety management on an AD plant is vital, not only to protect the health and safety of workers and anyone who may be affected by the operation of the plant, but also to ensure the safe operation of the plant itself. The establishment of effective health and safety management arrangements and the provision of suitably trained qualified and competent staff is key to ensuring compliance with relevant health and safety legislation.
- Environmental performance. The operation of an AD plant carries risks to the environment, and it is essential that these are managed effectively by developers and operators. Environmental protection can be achieved through good site-specific design, high-quality construction, and appropriate management systems and procedures. Compliance with relevant environmental regulations is also fundamental.
- Operational performance. In the context of the scheme, relevant areas of operational performance are plant efficiency, the quantity and quality of biogas generated, and the quality of digestate produced at an AD plant.
- Resilience of project and industry. In the context of the scheme, guarantees related to the LCA link to further monetisation factors, such as carbon credits and EACs being accounted for, and to consideration of the requirements to protect the industry and assist fast growth.



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## 1.5. ELIGIBLE APPLICANTS

The ADCS-Intl is aimed at AD plants. It is therefore the AD operating company that will apply to have its plant assessed as part of the scheme. It is not a requirement to be a WBA member to participate in the scheme.

The scheme has been designed to accommodate all types of AD plant and includes those that use wastes and non-wastes (such as agricultural plants). The scheme is designed to be applied globally and so, where relevant, the scheme criteria reflect the differences in regulatory requirements across the world.

The scheme is intended to certify plants that are either operational or ready for operation (i.e. constructed) to enable inspection of the plant, which is a key part of the certification process. However, prospective applicants who are developing or constructing their plants may find it beneficial to engage with the scheme early to ensure they cover all the criteria.

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## 1.6. STAKEHOLDER SUPPORT

The WBA has worked with key industry stakeholders to ensure that the scheme reflects their views and to gain their support, with surveys responded to from all continents and 20 workshops, with 70-90 registrations per workshop and participants from 35 countries. The scheme provides an independent audit and certification process that has been developed with ongoing significant input from representatives from multiple sectors ranging from compliance to insurance.

### 1.6.1 FINANCIAL SUPPORT

Investors are a key stakeholder, being interested in the risks and potential returns associated with a prospective investment and able to influence plant performance through their funding conditions. At both the initial financing and project refinancing (for operational plant) stages, investors can use the scheme as a mechanism for assessing operator credibility and the attractiveness of the potential investment. Certification to the scheme can aid in the due diligence process, as it provides a detailed report showing conformance or nonconformance with the scheme criteria, providing a foundation for the investor to work with.

### 1.6.2 SUPPORT FROM OTHER TYPES OF STAKEHOLDERS

Through the process of development of the ADCS-Intl we had the support of operators, insurers, regulators, developers, technical providers, external consultants, consumers and other stakeholders related to the biogas industry.

## 2. SCHEME STRUCTURE

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## 2.1. OVERVIEW

This section explains the structure of the ADCS-Intl and identifies the key parties involved in developing, administering and maintaining the scheme.

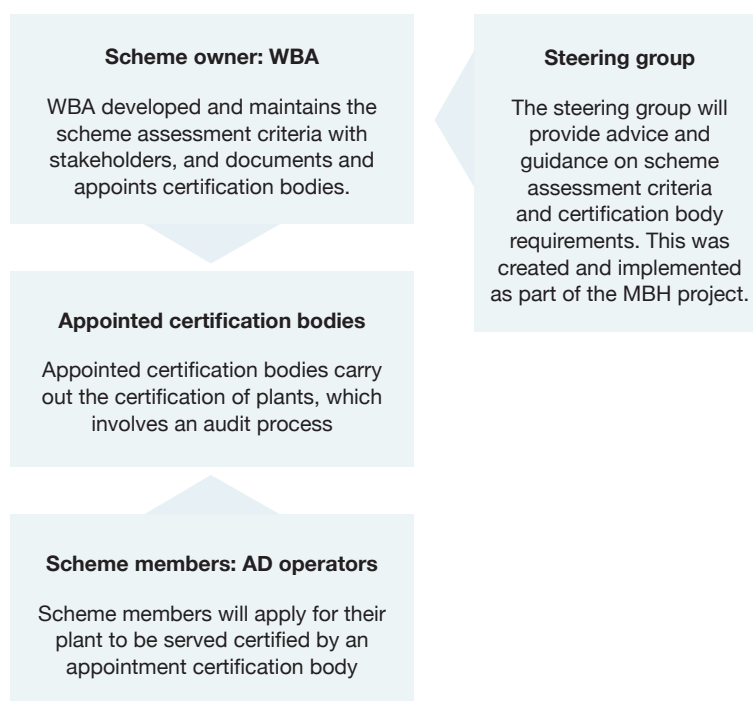


Figure 1: Key parties to the scheme

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## 2.2. SCHEME OWNER AND ADMINISTRATOR

The scheme is owned and administered by the WBA, the trade association representing the biogas industry globally. WBA is responsible for

- developing and updating the scheme criteria
- managing the scheme's steering group
- appointing country-based certification bodies and liaising with them
- ensuring certification bodies are working to expected standards
- undertaking administrative tasks, such as updating the scheme documents and database
- undertaking engagement with the AD industry and all stakeholders

Across its activities, the WBA works closely with AD operators, developers, consultants, regulators, insurers, funders, trade associations, professional bodies and suppliers to support the industry in fulfilling its potential.

The WBA will not make any decisions regarding applications to the scheme, as these will all be at the discretion of the appointed certification body. In the event of any appeals or complaints about the process or a certification body, the procedure set out in section 4: appeals and complaints will be followed.



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### 2.3. STEERING GROUP

The purpose of the scheme is to support the AD industry in improving standards and delivering high-quality projects. Through the initial implementation, the WBA will maintain the steering group, which consists of professional organisations, industry experts and global entities representing all parts of the sector.

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### 2.4. CERTIFICATION BODIES

Certification bodies will be appointed by the WBA, as the scheme owner, to carry out certification services. The requirements for appointed certification bodies are explained in section 5 of this document. Appointed certification bodies will arrange audits, produce audit reports, assess compliance with the scheme and determine whether it is appropriate to award certification. Appointed certification bodies will be listed on the scheme website.

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### 2.5. SCHEME MEMBERS

Scheme members will be AD operators who will apply to have the operation of their plant(s) certified (see section 1.5: eligible applicants). If an operator runs multiple sites and wishes to have more than one plant certified, the certification process will need to be undertaken for each plant.

### **3. APPLICATION AND CERTIFICATION PROCEDURE**

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### 3.1. OVERVIEW

This section describes how to apply to be certified under the ADCS-Intl, from the point of application to maintaining certification. Operators interested in applying to the scheme are encouraged to contact an appointed certification body for an initial discussion.

In summary, scheme applicants must apply to an appointed certification body that will undertake the audit process. The audit will enable certification bodies to assess whether applicants are compliant with the scheme criteria and make their certification decision. If an applicant does not comply with the criteria, the certification body will identify the non-conformances and actions needed to achieve certification.

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### 3.2. DESK-BASED AND SITE AUDITS

In all cases, a desk- and site-based element will be required as part of the audit process. Although information and documentation can be gathered remotely, site-based audits are required to verify the information provided. The length of the site-based audit will vary depending on the level of information and verification to be gathered or checked on site. As set out in the scheme criteria, some elements may be validated through the provision of certificates or other documentation that confirms an operator is certified under certain existing relevant schemes; this is to avoid duplication for those operators who have already undergone third-party audits that cover the same criteria.

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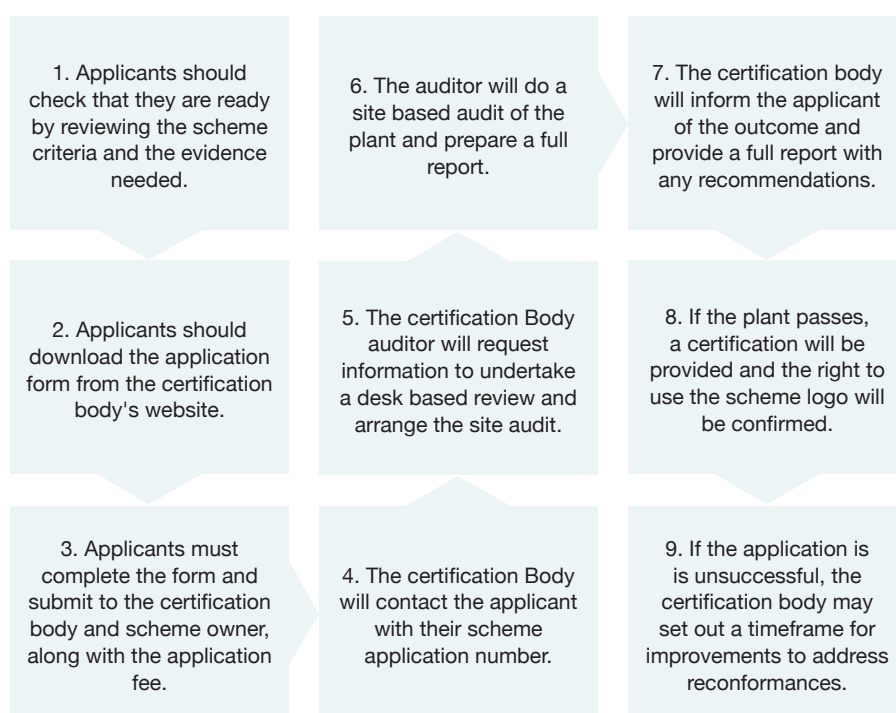
### 3.3. SCHEME COSTS

There is a charge for application to the scheme and an annual renewal fee thereafter. These charges cover the cost of running the scheme and the audit process. The charges are set out separately and are available on the WBA and certification body websites.

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### 3.3. APPLICATION AND CERTIFICATION PROCESS

The application process is detailed in Figure 2 and steps 1–9.





## FIGURE 2: STEPS TO CERTIFICATION

### **Steps 1 and 2: Applicants check that they meet all scheme criteria**

To have the best chance of successful certification, applicants are strongly encouraged to review the scheme criteria in detail and fully understand the evidence that they will need to submit. The scheme criteria and supporting guidance documents are available on the WBA and certification body websites.

### **Steps 3 and 4: Applying to a certification body**

Once confident that their plant meets the scheme criteria, operators must choose and approach an appointed certification body. A list of appointed certification bodies, including contact details, will be maintained on the WBA website.

An application form and scheme charges list will be published on the certification body's website. Once an application and fee are received, the certification body will contact the applicant to request the necessary information for the desk-based audit and to establish the site-based audit requirements.

The WBA will maintain a database of applicants, application progress and certification status. It will also assign applicants an application number to enable them to track their application's progress.

### **Step 5: Desk-based review**

The certification body's appointed auditor will review the submitted information and supporting documents. If further information is required, they will request it from the applicant. The auditor will also use this information to plan the site-based audit. For all applications, a site-based audit will be required as a key part of the verification process. The length of the site-based audit will depend on several factors.

### **Step 6: Site-based review**

If the auditor is confident that the applicant has provided all the necessary paperwork, they will arrange to undertake the site audit (the date for this may be provisionally agreed at an earlier stage).

### **Steps 7–9: Audit report completion and certification decision**

Following the site audit, the auditor will complete a report and submit to the certification officer (a person appointed by the certification body) who will issue a decision and letter, including any recommendations or areas of nonconformance. There are four certification levels available (see Audit Sheet and Scheme Criteria document). The letter will explain any remedial actions necessary and define a timeframe in which they must be completed to close out any nonconformances. Once suitable evidence has been provided to assure the certification officer that these actions have been completed, a decision can be made. In completing this step, a further site visit may be required to verify that any remedial actions have been implemented.

Applicants can appeal the decision made by the certification body (see section 4: appeals and complaints).

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### 3.5. AUDIT FORM AND REPORT

The audit form (see Audit Sheet and Scheme Criteria document) must be used when carrying out the audit. The form should be used to structure the audit process and completed following the audit. A copy of the report will be made available to applicants and will document any nonconformances identified during the audit, this information will be confidential and kept between Auditor and applicant.

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### 3.6. MAINTAINING CERTIFICATION

Certificates are valid for three years from the date of award. By signing up to the scheme, operators are committing to uphold the principles and actions required by the scheme.

A full site visit will be required at least every three years. In the interim years, operators will be required to undergo annual reviews, which, depending on the circumstances, may involve either a full or surveillance site audit. In advance of any audit, operators will be asked to provide information, including of:

- any changes to site operations (such as those shown in Table 1)
- any regulator inspection reports from the preceding 12 months
- a selection of records to review ongoing record-keeping
- any evidence that recommendations from previous audit(s) have been followed up

Operators must provide accurate information to allow auditors to determine the audit scope—i.e. the necessary checks to properly assess conformance.

During interim years will always be possible to elevate the certification status at any point of the certification.

#### BOX 1: WHAT IS A SURVEILLANCE AUDIT?

A full site-based audit will be required for all new applicants to the scheme. This will also be required after three years from successful certification. This enables auditors to verify the information provided by operators through visual inspection and by speaking with site-based staff; it is an essential part of the certification process.

However, in the interim years, in many cases there will have been no material changes to the site—either in terms of its design, layout and construction, key operations personnel or management systems that set out how it is operated. Therefore, in these instances, a site visit is not necessary and a desk-based surveillance audit is sufficient. This will involve a document review and may include phone calls to individuals such as the site manager or other technically competent person. Scheme members will be required to declare any major changes that could mean that a surveillance audit is not sufficient.

Table 1: Changes that must be declared by operators annually

Type of change	Implication
Major changes to plant layout or design	Recertification required
Changes that may require compliance with different regulations (e.g. increase in throughput or changing type of feedstock)	This will be noted during the interim audit and the full audit will ensure that process changes comply with requirements
Occurrence of any major environmental or health and safety incident	Recertification required
Change of operating company	Recertification required
Change of site manager (the main person responsible for the plant operations)	This will be noted during the interim audit and the auditor may review the section on staff training and competence
Change of site ownership	Recertification required

### 3.7. MEMBERSHIP NUMBER

All applicants to the scheme will be assigned a membership number by the WBA to enable tracking of applications in progress, certifications issued, certification level and renewal dates.

### 3.8. INFORMATION AND CONFIDENTIALITY

The audit process will result in the collation of evidence to demonstrate compliance with the scheme criteria. Certification bodies will be responsible for the management of all information obtained or created during the certification process. All information will be treated as confidential unless applicants make it publicly available or there is an agreement between the certification body and applicant. Any information pertaining to applicants obtained from third-party sources will be treated as confidential.

The only exception to this confidentiality requirement relates to any unsafe or dangerous working practices observed; applicants should be aware that auditors have a duty to report such practices that are likely to result in harm to any individual on site to the appropriate regulator. Certification bodies must inform applicants in advance if they intend to make any information public.



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### 3.9. SCHEME CERTIFICATION FAILURE

There may be instances where there are nonconformances identified during the site audit that prevent that plant from being certified. In the event of certification failure, application fees are nonrefundable. The purpose of the scheme is to drive improvements and support operators; therefore, any applicants who fail certification will be provided with a full explanation of nonconformances and directed to the relevant resources and guidance, training and organisations that can provide expertise to address them.

Applicants are encouraged to assess their readiness for audit and only apply once they believe they meet the criteria and can supply suitable evidence; the decision to apply is wholly at their discretion. In any case, an audit undertaken by an independent organisation can be useful for operators who are seeking an impartial assessment of where they can make plant improvements.

Applicants can appeal the certification decision or make a complaint—details are set out in section 4: appeals and complaints.

## 4. APPEALS AND COMPLAINTS

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#### 4.1. RIGHTS OF THE APPLICANT

Scheme applicants have the right to make an appeal or complaint. An appeal must be about a specific certification decision and must be made by the applicant. The purpose of an appeal is to contest the decision and to ask for it to be reviewed. The appeals process is set out in section 4.2: appeals process.

If an applicant wishes to make a complaint about the quality of service provided by the certification body, they should follow the complaints process as set out in section 4.3: complaints process.

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#### 4.2. APPEALS PROCESS

Scheme applicants can appeal against a certification decision . Appointed certification bodies must have suitable procedures in place for receiving, evaluating and making decisions on appeals, which should be made publicly available. The procedure must include appointing a suitable committee to consider an appeal and to make a recommendation through an independent voting process (in which the auditor would not have a vote). Following the vote, should the committee uphold the original decision, and the appellant still wishes to pursue their appeal, the WBA, as the scheme owner, will appoint a third party to review the case. This will be subject to a charge to the appellant to cover the review costs. By appointing a third party, the WBA will not be involved in making decisions regarding any application.

Appeals must be submitted to the certification body within 14 days of receipt of the certification decision. This date must be specified by certification bodies in their communication with applicants.

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#### 4.3. COMPLAINTS PROCESS

Scheme applicants can make a complaint about the delivery of services provided by the certification body, if they consider that they did not meet the standards expected.

Appointed certification bodies must have suitable procedures in place for receiving, evaluating and making decisions about complaints about their service. Complainants must complete a form, which must be kept on record. The certification body must take steps to address any complaints; however, should a complainant feel that their issue has not been resolved satisfactorily through the internal process, the WBA, as the scheme owner, must be informed.

Scheme applicants or others may also make complaints regarding the scheme content or process itself; these should be sent to the WBA and will be handled by the steering group where appropriate.



## **5.CERTIFICATION BODIES**

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## 5.1. QUALIFICATIONS AND REQUIREMENTS

Certification bodies are appointed to the scheme by the WBA. Prospective certification bodies must demonstrate how they will deliver certification and provide evidence to show that they can and will continue to meet the minimum qualifications and requirements. It is also the responsibility of the certification body to ensure suitable arrangements are in place to protect the health and safety of anyone working on their behalf (e.g. auditors), and that any such person fully complies with all rules and requirements associated with the site that they are auditing.

Appointed certification bodies are required to:

- Operate in accordance with the principles of the International Standard (ISO) 17065:2012 Conformity Assessment—Requirements for Bodies Certifying Products, Processes and Services.
- Ensure that all auditors or other staff delivering services for the ADCS-Intl have received sufficient training and have relevant experience. For certification bodies to deliver the scheme, they must ensure that there is sufficient technical, sector-specific experience in-house, including at least one member of staff with an engineering or science-related degree and a minimum of five years' full-time direct relevant experience in the AD sector (e.g. in engineering, design, regulation, plant operation or risk management).
- Ensure that they employ suitable auditors who meet the requirements set out in section 5.2: auditor requirements.
- Have in place procedures that require them to check that staff are completing tasks to the expected standards.
- Ensure that they follow the scheme's confidentiality requirements of the (see section 3.8: information and confidentiality).
- Ensure a representative attends annual certification body training provided by the WBA (see section 5.3: training for certification bodies). At least one representative should attend, and all auditors are encouraged to attend if possible.
- Respond to applications in a timely manner.
- Ensure that the certification process is undertaken with impartiality.
- Ensure auditors declare any potential conflicts of interest.

Appointed certification bodies are responsible for:

- Responding to applicants and delivering the certification service in accordance with the scheme criteria.
- Liaising with the WBA regarding scheme applicants and the outcome of applications, so that the WBA can generate a membership number for each applicant and maintain a database of applications in progress, certificates issued and renewal dates.
- Ensuring that any staff or subcontractors delivering any part of the certification process have been provided with the latest versions of the scheme documents. The WBA will notify appointed certification bodies of all changes once they are published.
- Cooperating with any investigation into complaints made about the service provided and taking any required action (see section 4: appeals and complaints).

Appointed certification bodies may subcontract any part of the certification process, provided they ensure subcontractors are appropriately qualified and that activities are performed to a high standard. The WBA must be informed of any proposed subcontracting and certification bodies must have written agreement in advance of undertaking any activities. It must also be clear in audit reports that the subcontractor is acting on behalf of the certification body. Certification bodies, not subcontractors, must decide whether to issue certification.

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## 5.2. AUDITOR REQUIREMENTS

Certification bodies must demonstrate that they have procedures in place to ensure that auditors are suitably trained and that they have at least one member of staff who has a minimum of five years' experience in the AD industry (see section 5.1: qualifications and requirements). However, certification bodies may use auditors who

- have a minimum of two years' experience of working in the AD sector in a suitable role (e.g. design, operation or regulation)
- have a demonstrable understanding of the purpose of the ADCS-Intl and the ability to undertake an objective assessment of plants against the scheme criteria
- are well organised, with good interpersonal and literacy skills and a high level of attention to detail
- have an understanding of the importance of adhering to site health and safety procedures

The WBA may undertake checks on the suitability of auditors by requesting

- auditors' CVs
- a discussion with the auditor

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## 5.3. TRAINING FOR CERTIFICATION BODIES

Due to the technical nature of some of the scheme criteria and the need to ensure certification bodies are up to date with any changes, the WBA will provide annual training. At least one representative from each certification body must attend. If only one representative attends, there must be a procedure in place for them to cascade information to all colleagues and subcontractors working on the ADCS-Intl. The training session may be delivered via webinar, and there may be a short test to ensure that key messages have been understood. The purpose to training is to ensure consistency of approach by all certification bodies.

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## 5.4. QUALITY ASSURANCE

The WBA will undertake quality checks to provide an additional layer of assurance for scheme members and other stakeholders. As part of this, the WBA may

- request to shadow the auditor on a site audit
- review audit reports with volunteers from the steering group (one random selection per five reports undertaken by that certification body)
- seek feedback from scheme applicants

The WBA will abide by the same confidentiality rules as certification bodies when undertaking quality assurance checks (see section 3.8: information and confidentiality). The results of the quality assurance undertaken may be reported back to the steering group.

## 6.SCHEME ASSESSMENT CRITERIA

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## **6.1. WHERE TO FIND THE SCHEME CRITERIA**

The scheme criteria are provided as a separate document, “Audit sheet and scheme criteria”, available on the scheme website. All scheme criteria and associated documents users must ensure they are using the latest document versions. The WBA is responsible for maintaining and publishing the scheme documents. It will also notify certification bodies of any changes.

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## **6.2. HOW THE SCHEME CRITERIA ARE DEVISED AND MAINTAINED**

The scheme criteria have been devised by the WBA through extensive engagement across the AD sector, operators, insurers, regulators, developers, technical providers, external consultants, consumers and other stakeholders related to the biogas industry. The criteria include some regulatory aspects and elements of checking legal compliance. They have been designed to be straightforward and clear without being overly prescriptive. The scheme criteria also specify how applicants can demonstrate that they have met each criterion. They are reviewed regularly to account for any regulatory changes and to incorporate feedback from certification bodies and scheme members



## 7. APPENDIX: CERTIFICATION FLOW DIAGRAMS

**Operator submit application form  
and payment to the WBA**

**The WBA will engage certification body to  
proceed. Certification body will request  
information and undertake a desk best  
review.**

**Site based audit undertaken and audit report compiled.  
Any outstanding information is requested from applicants.**

**The certification process has five possible outcomes:**

**Not achieved a DCS and a list of improvements will be present presented**

**Achieved Starter ADCS**

**Achieved Academy ADCS**

**Achieved Pro ADCS**

**Achieved Elite ADCS**

**The list of improvements will provide operators  
with the opportunity to achieve any of the categories above.**

## REVIEWS

**Certification body notifies operator of upcoming review and requests details of any significant changes to site operations (see section 3.6: maintaining certification)**

**Certification body reviews information provided and the significance of on-site changes, requests any necessary information and undertakes desk-based review.**

**Surveillance audit only  
(see section 3.6: maintaining certification)**

**Full site audit required  
Certification Process**

**Certification  
achieved (with  
minor improvement  
needed)**

**Significant  
concerns identified  
on site**

**Certification  
achieved (with  
improvement  
needed). One of 4  
possible levels**

**Significant  
improvement  
required. Timeframe  
and improvements  
list provided.**

**Certification achieved  
if improvements are made.**



**ADCS**  
INTERNATIONAL

WORLD BIOGAS ASSOCIATION  
SUSTAINABLE WORKSPACES  
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