DOMAIN REVIEW REPORT

[MEMBER] [DOMAIN]

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SECTION 1. DOCUMENTATION CHECKLIST

To be completed and extended as necessary by the Assessment Panel.

Applicant/Member	
EECS Scheme	
EECS Product(s)	[GO/ Support certificate/ Non-governmental Certificate]

Documents	Received (✓)	Date Received
Description of Domain		
Description of Product Rules		
Domain Protocol		
Domain Protocol in latest available template		
Standard Terms and Conditions		
Technical Audit Report		
List of Member's Agents and Measurement Bodies (if any)		
Cross Reference Matrix		
Datasheet on GO and Disclosure		
Survey on restrictions for GO Trade, Expiry and Cancellation		

Other documents (if any)	Received (✓)	Date

Previous assessment reports (by type of assessment report:)	Comments from review report incorporated in this review (✓)	Dates of 1) The finalisation of the review report and 2) previous onsite audit visit (where relevant)
Scheme member application / Domain scheme amendment / Periodic Member Audit / Compliance assessment		
Scheme member application / Domain scheme amendment /		

Previous assessment reports (by type of assessment report:)	Comments from review report incorporated in this review (✓)	Dates of 1) The finalisation of the review report and 2) previous onsite audit visit (where relevant)
Periodic Member Audit / Compliance assessment		
Scheme member application / Domain scheme amendment / Periodic Member Audit / Compliance assessment		

Review Date	Reviewed by

SECTION 2. CROSS-REFERENCE MATRIX

Applicant/Member	
EECS Scheme	

These tables are to be completed by the applicant/Scheme Member (except for the comments column) adding additional rows/columns to each table as required. The documents identified in the reference documents table should include: the Domain Protocol, the Member's Standard Terms and Conditions for service provision to Domain Participants, national legislative and regulatory documents, and any other relevant documentation.

List of reference documents

Reference	Document title	English version (✓/–)	English summary (✓/–)
A	Domain Protocol		
B	Standard Terms and Conditions		
C			
D			

The following matrix must include all the required EECS Rules section references copied and pasted from the current version of EECS Rules Fact Sheet AIB-EECS-FS10 – *"Guidelines and Framework for Domain Protocols"*. The cross-referenced document(s) should be marked with 'x' in the appropriate column(s). The reference location is the statement identifier in the Member's Product Rules document(s). The comments section is to be completed by the Assessment Panel.

EECS Rules Section	A	B	C	D	Reference Location	Assessment Panel Comments
A2.1.1						
A2.1.2						
A2.1.3						
A2.1.4						
A2.1.6						
A3						
A4						
A5.1.3						
A11.1.1						
C2.1.1						
C2.1.2						
C2.2.1						
C2.2.2						

EECS Rules Section	A	B	C	D	Reference Location	Assessment Panel Comments
C2.2.3						
C2.2.4						
C2.2.5						
C2.2.6						
C2.2.7						
C3.1.1						
C3.2.1						
C3.2.2						
C3.2.3						
C3.2.4						
C3.3.1						
C3.4.1						
C3.4.2						
C3.4.3						
C3.4.4						
C3.5.1						
C3.5.2						
C3.5.3						
C3.5.4						
C3.5.5						
C3.6						
C4.1						
C5.1.1						
C5.1.2						
C5.1.3						
C5.1.4						
C5.1.5						
C5.1.6						
C5.1.7						
C5.2.3						
C6.1.1						
C7.1.1						
C7.1.3						
C7.1.4						
C7.2.1						
C7.2.2						
C7.2.3						
C7.3.1						
C7.4.1						
C8.1.1						

EECS Rules Section	A	B	C	D	Reference Location	Assessment Panel Comments
C8.2.1						
C8.4.1						
C8.4.2						
C8.4.3						
C8.5.1						
D3.1.2						
D4.1.2						
D5.1.2						
D6.1.2						
D7.1.2						
D8.1.2						
D9.1.2						
E3.3.4						
E3.3.7						
E3.3.8						
E3.3.9						
E3.3.10						
E3.3.11						
E3.3.14						
E4.2.2						
E4.2.3						
E4.2.5						
E4.2.6						
E4.2.7						
E6.2.1						
E6.2.2						
E6.2.4						
E6.3.1						
E6.3.2						
E6.3.3						
E6.3.4						
E7.1.1						
G2.2.1						
H						
J1.1.2						
L5.1.1						
N3.1.1						
N4						
N5						

EECS Rules Section	A	B	C	D	Reference Location	Assessment Panel Comments
N6.2						
N6.3.1						
N6.3.2						
N6.4.1						
N6.4.2						
N6.4.3						
N6.4.4						
N6.5						
N6.6.1						
N6.6.2						
N6.6.3						
N6.6.4						
N7						
N8						
N9.1.1						
O						
O4						
O5						
O6.3						
O6.4.1						
O6.4.2						
O6.4.3						
O6.4.4						
O7						
O8						
O8.1.1.(d)						
O11						

Review Date	Reviewed by

SECTION 3. OBSERVATION REGISTER

To be completed and extended as necessary by the Assessment Panel.

Applicant/Member	
EECS Scheme	
Date of Assessment	

Observation #	1.
Reference in EECS Rules /Audit checklist	
Observation	
Response from Member	
Assessment	

Observation #	2.
Reference in EECS Rules /Audit checklist	
Observation	
Response from Member	
Assessment	

Observation #	3.
Reference in EECS Rules /Audit checklist	
Observation	
Response from Member	
Assessment	

Observation #	4.
Reference in EECS Rules /Audit checklist	
Observation	
Response from Member	
Assessment	

Observation #	5.
Reference in EECS Rules /Audit checklist	
Observation	
Response from Member	
Assessment	

Observation #	6.
Reference in EECS Rules /Audit checklist	
Observation	
Response from Member	
Assessment	

Observation #	7.
Reference in EECS Rules /Audit checklist	
Observation	
Response from Member	
Assessment	

Observation #	8.
Reference in EECS Rules /Audit checklist	
Observation	
Response from Member	
Assessment	

SECTION 4. REPORT FORMAT

TO BE COMPLETED BY THE ASSESSMENT PANEL

Reviewed Applicant/Member	
Date (completion)	
EECS Scheme	
Domain	
Type of Assessment Panel	*[delete as appropriate]* Product Rules Assessment Panel / Compliance Assessment Panel
Type of review	*[delete as appropriate]* Scheme member application / domain scheme amendment / Periodic Member Audit / compliance assessment

Assessment panel members

Name	Member represented

Visited sites (if any)

Documents reviewed (including version numbers)

Discrepancies observed and corrected (if any)

Discrepancies observed and outstanding (if any)

Examples of good practice, for information to Scheme Group

For attention to Scheme Group: (remarkable practices, not conflicting with EECS Rules)

Recommendation(s) to the Scheme Group

'We declare that the review process has been conducted in accordance with the guidelines from EECS Subsidiary Documents 01 and 07.'

Reviewer	Date and signature

On behalf of the reviewed Member: *'I declare that the content in the Domain Protocol is in line with the practice in this Domain, and that the provisions of the EECS Rules are being adhered to.'*

Name	
Date and signature	
Comments	

SECTION 5. REVIEW PLANNING

TO BE COMPLETED BY THE ASSESSMENT PANEL

Agenda	
Checklist	
Topics for next review:	A – Follow up B – Topics to be covered

SECTION 6. SUGGESTIONS FOR AMENDMENTS

Suggestions by the reviewers or by the reviewed Member for changes to the EECS framework, to be completed by the Assessment Panel

Suggestions for amendments of the DP template

Suggestions for amendments to the EECS Rules

Suggestions for amendments to the Hub

Other suggestions for amendments

SECTION 7. GUIDELINE FOR SCHEME GROUP DECISION PAPER

The decision paper to be brought before the Scheme Group should ideally be one or two pages and have the following structure:

1. General presentation of the reviewed member
   a. Member/applicant name: …
   b. Member/applicant geographic domain/country: …
   c. Status of the member, function in the energy sector (regulator, market operator, governmental agency, TSO, etc.)
   d. The member's responsibilities with regards to GOs and disclosure (issuing body, disclosure competent body, GO auction organiser, etc), main ownership structure (private company, governmentally owned, etc),
   e. Indication of size of the registry (e.g. "more than 1000 account holders" / "5 account holders", …),
   f. Date of latest legislation update on GOs
   g. Status and specifics of the disclosure system: how are consumers informed of the origin of their energy and how is this supervised, extent to which this is embedded in legislation,
   h. Support system characteristics,
   i. Amount of registered production devices,
   j. Amount of GOs issued in previous calendar year
   k. Any other information of relevance.
2. Main findings of the review
3. Description of the main findings of the review and how issues were resolved. Summarise not only the problems detected but also examples of best practices and the practices that are remarkable and of interest to the AIB members. Also list the relevant changes that were applied to the Domain Protocol, compared to the previous version. Confirmation by reviewer on assessing avoidance of double disclosure and double counting.
4. Mention the audit/review date, the date of the previous audit, and the date Scheme membership was first granted.
5. Recommendation to the Scheme Group
6. (if applicable) "Members are recommended to approve (1) the review/audit and (2) the Domain Protocol and (3) the Scheme Membership to EECS xxx Scheme." "Members are asked to discuss the way forward with the described discrepancies." Etc.
7. Formulation of the required decision
8. Annexes to this paper should be
   a. The Observation Register (see Section 3 of the Review Report);
   b. Report format (see Section 4 of the Review Report);
   c. Review planning (see Section 5 of the Review Report);
   d. Suggestions for amendments (Section 6 of the Review Report);
   e. The adapted Domain Protocol;
   f. The changed STC (if applicable);
9. Updates to legislation and documentation regarding the Domain on the AIB website