

Fuel-evidence checklist

Stylianios N. Mourtzanos | Version 1.0 | 14 October 2026

01 / IDENTIFY THE CLAIM AND DELIVERY

Establish what the evidence is intended to support and which delivery it concerns.

Claim / delivery reference

Reviewer / review date

01 Intended claim and reporting period

Not reviewed

Identify the intended use, reporting framework and period. Keep physical, regulatory and commercial claims distinguishable.
Evidence reference / owner / action and due date / closure or reason for non-applicability

02 Ship and delivery reference

Not reviewed

Record the ship's IMO number, delivery port and date, and bunker delivery note reference.
Evidence reference / owner / action and due date / closure or reason for non-applicability

03 Supplier and evidence issuer

Not reviewed

Identify the supplier and each document issuer, with a contact for clarification or correction.
Evidence reference / owner / action and due date / closure or reason for non-applicability

04 Batch and consignment links

Not reviewed

Cross-reference batch or consignment identifiers across the delivery, claim and supporting documents.
Evidence reference / owner / action and due date / closure or reason for non-applicability

05 Quantity and measurement basis

Not reviewed

Reconcile delivered quantities, units and measurement records. Identify any unexplained difference.
Evidence reference / owner / action and due date / closure or reason for non-applicability

06 Product and blend description

Not reviewed

Record fuel description, blend fractions and whether the fractions use a mass or energy basis.
Evidence reference / owner / action and due date / closure or reason for non-applicability

Companion guidance. Record a reason for non-applicability. Completion does not certify fuel eligibility or regulatory compliance. Keep the supporting evidence and unresolved qualifications with this review.

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02 / TRACE THE FUEL CHARACTERISTICS

Check that the evidence route supports the particular characteristics being claimed.

Claim / delivery reference

Reviewer / review date

07 Feedstock and production pathway

Not reviewed

Link feedstock, origin and production-pathway claims to their evidence and relevant assessment.
Evidence reference / owner / action and due date / closure or reason for non-applicability

08 Chain of custody and allocation

Not reviewed

Identify the applicable chain-of-custody method and references supporting allocation and reconciliation.
Evidence reference / owner / action and due date / closure or reason for non-applicability

09 Sustainability evidence, where applicable

Not reviewed

Record the PoS or other accepted evidence, quantity covered and any pending delivery date. Explain non-applicability.
Evidence reference / owner / action and due date / closure or reason for non-applicability

10 Certification scope and validity

Not reviewed

Check scheme recognition, operator certificate, covered activities and fuels, and validity for the claim.
Evidence reference / owner / action and due date / closure or reason for non-applicability

11 GHG value, boundary and unit

Not reviewed

Identify the claimed value, gCO₂e/MJ or other unit, and whether the boundary is WtT, TtW or WtW.
Evidence reference / owner / action and due date / closure or reason for non-applicability

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03 / REVIEW THE METHOD AND CLOSE DISCREPANCIES

Preserve the assumptions, verification limits and responsibility for corrections.

Claim / delivery reference

Reviewer / review date

12 Method, factors and energy basis

Not reviewed

Record the method/version, default or actual factors, calorific value, greenhouse gases and GWP basis.
Evidence reference / owner / action and due date / closure or reason for non-applicability

13 Onboard conversion assumptions

Not reviewed

Identify the engine/converter basis and relevant CH₄, N₂O and methane-slip treatment.
Evidence reference / owner / action and due date / closure or reason for non-applicability

14 Verification scope and conclusion

Not reviewed

Record the reviewer or verification body, date, purpose, conclusion and unresolved qualifications.
Evidence reference / owner / action and due date / closure or reason for non-applicability

15 Attribute allocation and prior use

Not reviewed

Reconcile claimed quantities and prior allocations. Test for unsupported duplicate claims under the relevant rules.
Evidence reference / owner / action and due date / closure or reason for non-applicability

16 Correction owner and closure

Not reviewed

Assign material discrepancies, action deadlines and review authority. Retain document versions and closure evidence.
Evidence reference / owner / action and due date / closure or reason for non-applicability

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