

**(Renewal Registration for Individual)**

*(Instruction: type or write clearly in black colour; leave no blank. Write N/A for non-applicable, Incomplete, wrong or vague information could subject to rejection.)*

**APPLICATION FORM FOR RENEWAL OF REGISTRATION AS AN  
ACCREDITED EXTERNAL AUDITORS**

**(INDIVIDUAL RENEWAL REGISTRATION)**

Renewal of individual registration under the registered firm.

**To: CONTROLLER OF ENVIRONMENTAL QUALITY  
NATURAL RESOURCES AND ENVIRONMENT BOARD SARAWAK (NREB)**

**Instructions for Applicants**

1. Ensure all sections of the form are completed accurately.
2. Attach all required supporting documents (certified copies).
3. Submit the application form along with the application fee payment proof.

**SECTION 1.0 ORGANIZATION INFORMATION**

**Company Details**

1.1	Full Name of Organization <i>(As per the Certificate of Registration)</i>	
1.2	Firm Certificate Registration Number	
1.3	Firm Certificate Validity Period	dd/mm/yyyy to dd/mm/yyyy

**SECTION 2.0 AUDITOR INFORMATION**

1.4	Name of Accredited External Auditor <i>(As per the Certificate of Registration)</i>  ID/ Passport	
1.5	Email	
1.6	Mobile Number	
1.7	Phone Number	
1.8	Position	
1.9	Individual Certificate Registration Number	

1.10	Individual Certificate Validity Period	
1.11	Change of Information	<input type="checkbox"/> Renew as-is  <input type="checkbox"/> Renew with change of information

### SECTION 3.0 SUPPORTING DOCUMENTS

Please attach the following documents (certified copies):\*

#### For Individual – Existing Auditor

<input type="checkbox"/>	Updated Educational Certificates and Transcripts (if applicable)
<input type="checkbox"/>	Updated Professional Practice Records (if applicable)
<input type="checkbox"/>	Updated GHG Verification Experience Documentation (e.g., project reports, work samples, letters of reference) (if applicable)
<input type="checkbox"/>	Updated Certification Records for Additional Qualifications (if applicable)
<input type="checkbox"/>	Proof of Competency Accredited
<input type="checkbox"/>	Any other relevant documents as specified by the Controller (if applicable)

### SECTION 4.0 DECLARATION BY APPLICANT

#### 4.1 Financial and Legal Standing:

I confirm that I am not an undischarged bankrupt, insolvent, or convicted of offenses involving corruption, fraud, or dishonesty.

- ☐ Yes  
☐ No

#### 4.2 Professional Conduct:

I confirm that I have not been subject to disciplinary action, suspension, or barring from practice by any professional regulatory body.

- ☐ Yes  
☐ No

#### 4.3 Conflict of Interest:

I confirm that I do not have any conflicts of interest that would impair my ability to verify GHG emissions reports impartially.

- ☐ Yes  
☐ No

**4.4 Accuracy of Information:**

I declare that all information provided in this application is true and accurate to the best of my knowledge.

☐ Yes

☐ No

I, the undersigned hereby declared that the information given above are true and correct to the best of my belief and knowledge.

I understood that the Natural Resources and Environment Board reserves the right to cancel my registration if the information given are found to be false.

I further understood that under Section 41, of the Environment (Reduction of Greenhouse Gases Emission) Ordinance, 2023, it is an offence to submit report containing facts, data or information which are false or calculated to deceive the Board.

**Signature of Applicant** : \_\_\_\_\_

**Name** : \_\_\_\_\_

**Date** : \_\_\_\_\_

## SECTION 5.0 PAYMENT & SUBMISSION

### Payment of Fees

#### 5.1 Application Fee:

Amount: \_\_\_\_\_ (as per Second Schedule of the Rules or Appendix 2)

Payment Method: ☐ Bank Transfer / ☐ Online Payment

Payment Reference Number: \_\_\_\_\_

#### 5.2 Proof of Payment:

Please attach proof of payment (e.g., bank receipt, payment confirmation).

### Submission

#### 5.3 Submission Method:

Physical Submission (Address: Natural Resources and Environment Board (NREB) Sarawak, 18th-20th Floor, Menara Pelita, Jalan Tun Abdul Rahman Yakub, Petra Jaya, 93050 Kuching, Sarawak, Malaysia)

Online Submission (Website: \_\_\_\_\_)

#### 5.4 Date of Submission: \_\_\_\_\_

## SECTION 6.0 FOR INTERNAL USE ONLY (NREB)

#### 6.1 Application Received Date: \_\_\_\_\_

#### 6.2 Preliminary Check:

- a. Complete
- b. Incomplete (Reason: \_\_\_\_\_)

#### 6.3 Review Outcome:

- c. Approved
- d. Rejected (Reason: \_\_\_\_\_)

#### 6.4 Certificate Issued:

- e. Certificate Number: \_\_\_\_\_
- f. Date of Issuance: \_\_\_\_\_

Signature of Controller : \_\_\_\_\_

Date : \_\_\_\_\_