

# Prepare for Verification

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*Program Manager*



# Verification Overview

- What is Verification?
  - Independent review of reported emissions
- Why is it Important?
  - Ensures reported emissions adhere to the reporting requirements and achieve a minimum quality standard (95% accuracy)
- What is a Verification Body?
  - A company that has been accredited under ISO 14065 or ARB and Registry approved qualified to assess a participant's reported emissions

# Identify Approved Verifiers

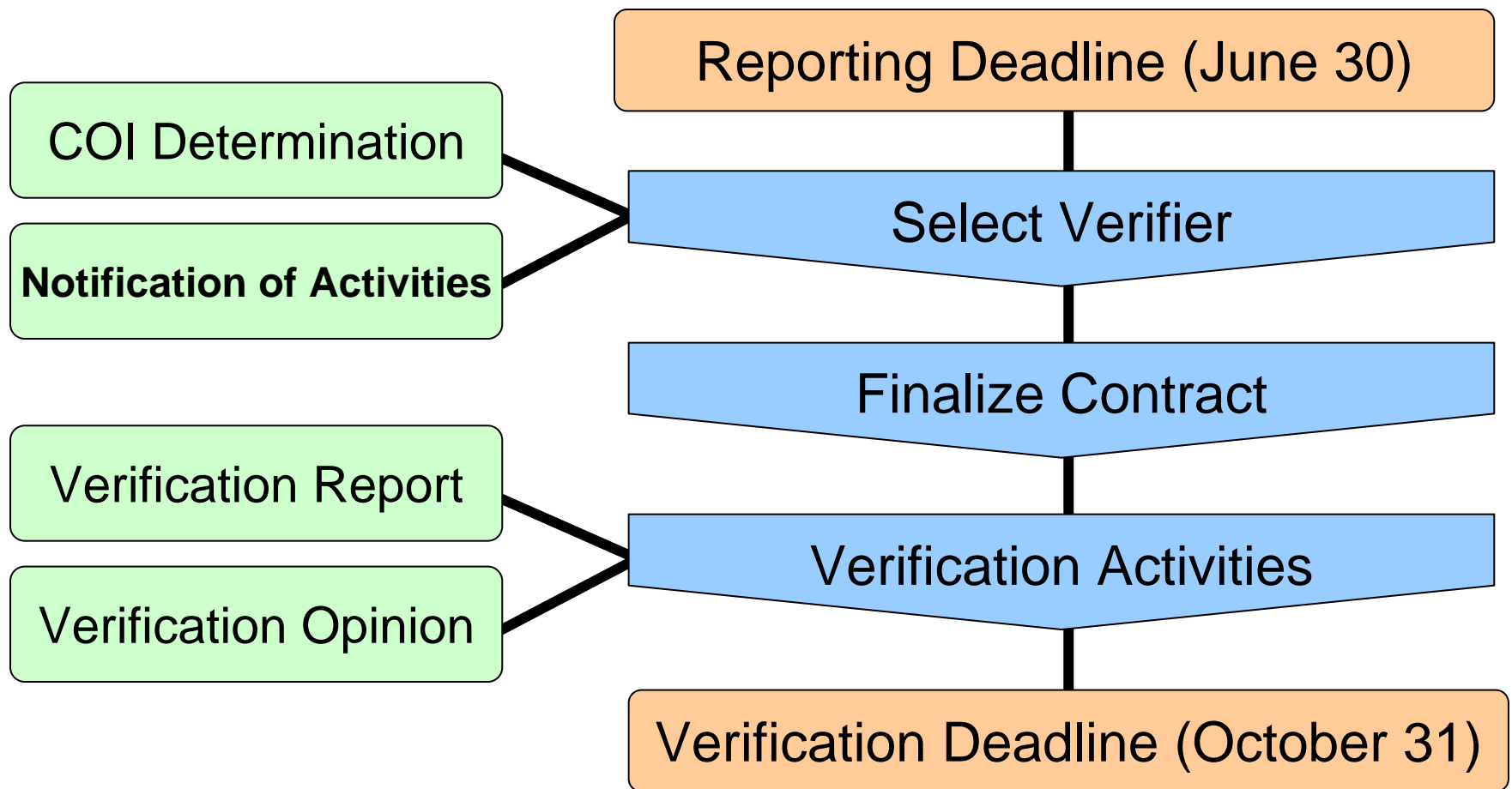


- Directory at [www.climateregistry.org](http://www.climateregistry.org)
  - Home Page < Tools < Verification < Verifiers
- As of January 1, 2010, CCAR will accept:
  - TCR-approved verifiers
  - CARB-approved verifiers

# Basic Principles of Verification

- *Completeness* – include all significant sources
- *Consistency* – methodologies allow for meaningful comparison over time
- *Comparability* – track emissions using the same methods as other organizations
- *Accuracy* – meets a minimum quality standard
- *Transparency* – calculations laid out in a manner that is clear and repeatable

# Verification Process



# Steps to Verification

CALIFORNIA  
**Climate**  
ACTION  
Registry



# Solicitation Options

- Request for Proposal
  - Include contract duration, organizational description, Total Emission Summary Report, reporting scope, GHGs, facilities, operations, description of data management systems
- Telephone interviews
- Purchase Order
- *Post to bulletin board at [www.climateregistry.org](http://www.climateregistry.org)*

# Things to Consider

- Previous relationships (COI)
- Expertise in your sector
- Location
- Availability
- Approach to work
- Size
- Cost
- Contracting flexibility



# Conflict of Interest (COI)

- What is a COI?
  - Situation where a verifier may be unable to provide an objective review of a participant's data
- Evaluation of potential for COI
  - Case-by-case assessment
  - Recent or current financial relationships?
  - Has verifier provided consulting on GHGs?
- COI review promotes integrity of reported emissions

# Finalize Report & Submit Opinion



- Report can be revised at any point before verification opinion is entered
- Once submitted for verification, data is “read-only” to Member
- If subsequently revised, revisions must be re-verified
- Consider having PR/communications staff review public report before final submission

# Preparing for Verification Activities

- Sign contract & any NDA with Verification Body
- Prepare supporting documentation
  - Respond to verifier requests for sample of data
- Prepare for interviews, if any
- Schedule site visits, if any
- \* Verifier will help develop work schedule

# When the Verifier Arrives

- Kick-off meeting
  - Verifier will help set agenda for meeting
  - Who needs to be there?
  - Provide information in advance?
  - Is any Non-Disclosure Agreement signed?

*Site visits may also occur on the same day...*

# Completing Verification Activities



- Address corrective action requests
  - Revise CARROT report
- Closing meeting
  - In person, or by phone
  - Discuss Verification Report
- Sign Verification Opinion
  - Verifier submits opinion in CARROT
  - Registry conducts review of submitted report
- Emissions Report available to public
- Assess and document ways to improve inventory

# Last Steps...

- CCAR will review verification opinion, CARROT report, and other docs to ensure data quality
  - All sources/gases like others in your sector?
  - Understand professional judgment
  - Verified without qualification
- Once report is accepted, members become a ***Climate Action Leader!***



# Verification Timeline Overview



Reporting Deadline	JUNE 30
Select Verifier	JULY (2 weeks)
COI Determination & Notification	JULY (2 weeks)
Finalize contract	AUGUST (2 weeks)
Verification Activities	SEPTEMBER/OCTOBER (2-6 weeks)
Verification Deadline	OCTOBER 31

# Thank you!



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