



Certification Training Workshop Agenda

December 5, 2002 Los Angeles, California
December 6, 2002 San Francisco, California

Purpose: *Provide a consistent understanding of the purpose and spirit of the California Climate Action Registry (the Registry) and provide training to certifiers on reporting and certification procedures and contractual issues.*

Overview of the Registry, Protocols and Reporting Tools

1:00 Welcome and Introductions

1:05 Creation of the Registry

- Overview of the Registry
- Protocol Development Process
- Role of CEC and CARB

1:15 Overview of General Reporting Protocol

- Reporting Requirements and Decisions
 - ◊ Geographic Scope (CA or US)
 - ◊ Entity-Level vs. Facility-level Reporting
 - ◊ Management Control and Equity Share Reporting
 - ◊ Establishing a Baseline
- Direct Emissions (Mobile, Stationary, Manufacturing, Fugitive)
- Indirect Emissions
- Energy Imports and Exports
- De Minimis and Materiality

- 2:00 Overview of Certification Protocol
- Overview of Process
 - ◇ Identifying Emissions Sources
 - ◇ Reviewing Methodologies & Management Systems
 - ◇ Risk Analysis & Uncertainty Assessment
 - ◇ Verifying Emissions Estimates
 - Preparing for Certification
- 2:15 Overview of the CARROT
- What it does
 - What it doesn't do
 - How participants can use it
 - How certifiers can use it
- 2:30 Q&A
- 2:45 Break

Certification Process and Policies

- 3:00 Certification Process
- CEC/Registry Expectations of Certifiers
 - Methodology and Document Review
 - Risk Assessment and Sampling
 - Internal Review Process
 - Communications with Registry
 - CEC Visits
 - Products: Certification Report and Certification Opinion
- 3:45 Certification Policies
- Contract Negotiation
 - Organizational Expectations
 - Notifications
 - Liability
 - Role and Responsibility of Lead Certifier
 - Confidentiality
 - Conflict of Interest
- 4:30 Discussion of Policies in Development
- Batch Certification
 - Dispute Resolution
 - Feedback
- 4:50 Q&A