

GRP 3.1 & CARROT Updates

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Overview

- Website Resources
- GRP 3.1 Updates
- CARROT Updates
- Most Common Reporting Errors
- Other Reporting Tips

Website Resources

- Revised utility-specific emissions factors
- RFP bulletin board
 - Respond directly to posts
- Revised PUP spreadsheet
- GHG by entity sector source guide
- Reporting and Verification Extension Forms

Website Resources



HOME ABOUT JOIN TOOLS EVENTS RESERVE

Protocols

CARROT

Members Only

- Reporting Tips
- Power/Utility Reporters
- Members Only Announcements
- Members Meeting
- Presentations

Verification

- Climate Change Basics
- CA State Agencies

MEMBERS ONLY

EXTENSION REQUESTS:

- [Reporting Extension Request Form](#) (Word)
- [Verification Extension Request Form](#) (Word)

CALIFORNIA REGISTRY LOGOS

Download the California Registry logo or the Climate Action Leader logo to showcase your participation in our program.

- [California Climate Action Registry logo](#) (JPG)
- [Climate Action Leader logo](#) (JPG)

(Note: only members with verified emission reports can use the Climate Action Leader logo.)

PREPARE FOR VERIFICATION

Internet

GRP 3.1

- Download from www.climateregistry.org > Tools > Protocols
- Use new version of GRP to report your 2008 emissions

GRP 3.1 Updates – Leased Office Space

- Additional Guidance for Leased Offices (Chapter 2)
 - No Estimated Stationary Combustion from Natural Gas
 - If not separately metered, may report optionally
 - New Table II.2.3: Highlights who reports what for leased spaces.

GRP 3.1 Updates

Table II.2.3 Reporting Emissions from Leased Assets

Who Reports		Reporting Criteria			Optionally Reported Emissions
		Management Control		Equity Share	
		Operational Control	Financial Control		
Electricity					
	Tenant	✓			
	Landlord		✓	✓	
Natural Gas					
	Tenant	✓ (if metered individually for tenant's space AND tenant has control of use)			✓
	Landlord	✓ (if NOT metered individually for tenant's space)	✓	✓	

GRP 3.1 Updates - Baselines

- Establishing and Updating Baselines (II.4.3)
 - Clarified conditions for updating baselines
 - Baselines should not be updated to accommodate changes in electricity emissions factors, such as:
 - Switching from eGRID to utility-specific
 - Changes in utility-specific factors between years
 - Clarified options for updating baselines
 - 1) Remove baseline year designation, report without a baseline
 - 2) Reset baseline to current year
 - 3) Update baseline and intervening years to reflect organizational changes

GRP 3.1 Updates – Emissions Factors

- Updated eGRID Factors for CO₂, CH₂, and N₂O (Table C.2)
- Updated Historical eGRID factors (Appendix E)
- Updated Guidance on Biofuels (III.7.4)
- Updated Mobile Emissions Factors (Tables C.4, C.5 and C.6)
- Updated Stationary Emissions Factors (Tables C.8 and C.9)
- **New methodologies and hierarchy for estimating emissions from electricity usage (III.6.2)**

Hierarchy to Estimate Indirect Emissions: Electricity

1. Calculate emissions based on metered data
 2. Estimate emissions with an energy audit
 3. Estimate emissions based on building's annual consumption
 4. Estimate emissions with a utility-specific average intensity factor and square footage
 5. Use CBECS data (outside CA only)
- *Member must disclose in public report that indirect emissions have been estimated*

GRP 3.1 Updates – Fugitive Emissions

- Updated loss rates for refrigeration and air conditioning equipment (Table III.11.3)
- Added guidance on emissions from fire suppression equipment

GRP/CARROT Updates

- All Emissions Factors Updated in CARROT
- Updates from last year:
 - Movement Report Required
 - Disclosure of Reporting Boundaries Required
 - De-minimis emissions disclosed in CARROT

Common Reporting Errors

General Errors to Avoid

- When reporting non-CO₂ gases:
 - report them consistently for all facilities and applicable sources
 - Do not report non-CO₂ gases in the optional section, unless they are Scope 3
 - Report non-CO₂ gases correctly into CARROT, not pre-calculated as CO₂ equivalents.
 - Let CARROT do the conversion
 - Seen most often with HFCs

General Errors to Avoid

- When entering multiple gases from the same source (e.g. CO₂, CH₄ and N₂O for electricity usage) please make sure that fuel use or kilowatt-hour data match.
- Report sources consistently throughout the report and across multiple years

Estimation Disclosure Statement

- Members must publicly disclose when using estimated electricity usage
 - Only use approved methodologies for estimating electricity emissions
- This is done in the methodologies section under the Entity Information tab NOT under a facility's methodologies section
 - Use the Public Methodology Disclosure Statement for estimated electricity emissions
 - GRP 3.1 - pg. 35, Section 111.6.2

Estimation Disclosure Statement

Climate Action Registry Reporting Online Tool



[Help](#) . [Contact Us](#) . [Log Out](#)

User ID: pbrowning

Main

Entity
Information

User
Management

Facilities

Emission
Data

Optional
Reporting

Reports

Summary

2008

Status: Initiated

Peter's University

Movement Report

Organizational Boundary:

- ☒ Management Control - Operational Criteria
- ☐ Management Control - Financial Criteria
- ☐ Equity Share

Please describe the primary emission factors and methodologies used in the calculation and tracking of GHG emissions.

Some of the indirect emissions from purchased electricity disclosed in this report are estimated based on a California Registry-approved methodology for estimating electricity use, not calculated based on metered data.

Please describe the type of organization that is reporting, i.e.

Entity Information Errors

- Equity share reporters should identify the other equity share holders under the “organization structure disclosure” field
- Reporters cannot change organizational boundary after the first year

Entity Information

- **Baseline Years:**
 - Should only be years that are publicly available
 - Hold off on submitting subsequent years until after the baseline has been submitted
 - Must change or update baselines when direct or indirect emissions have changed by +/- 10% due to acquisition or divestiture (not organic growth or business fluctuation)

Movement Report

- Required – complete so that your verifier and the Registry can understand any changes that have taken place in your organization's emissions from year to year

Movement Report

- Fill-out with relevant information after completing the inventory:
 - Identify significant changes since the previous report
 - +/- 10% at a source, facility or entity-wide
 - Evaluate the changes, including the amount of CO₂e affected.
 - Choose the appropriate factor(s) from the drop-down menu
 - Input the associated impact on CO₂e

Movement Report

Main	Entity Information	User Management	Facilities	Emission Data	Optional Reporting	Reports
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Summary

Year: 2008
Entity Status: Initiated
Scope: CA and US
Level: Facility
Revision Number: 000

- [Main](#)
- ▶ **Entity Information**
 - [Entity Information](#)
 - ▶ **Entity Info (Continued)**
- [User Management](#)
- [Facilities](#)
- [Emissions Data](#)
 - [Entity Emissions Summary](#)
 - [Facility Emissions Summary](#)
 - [Facility Emissions Detail](#)
- [Optional Reporting](#)
 - [Emission Performance](#)
 - [Emission Documents](#)
- [Reports](#)

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Movement Report

🔒 Please list the main factors that influenced the Entity emissions performance (such as acquisition, divestiture, outsourced activities, insourced activities, changes in production, and changed calculation methodology, etc) during the reporting year. To add a new factor, please click the 'Add Factor' button below.

Factor	Details	CO2e Amount	Unit
Acquisition ⓘ✕	Has taken over operations of the medical center, previously run by the State of California	125,000	metric ton
Increase in Production ⓘ✕	New facilities enabled increased enrollment: 820 more freshman have been accommodated.	10,000	metric ton

Add Factor

Source Categorization

- Stationary combustion includes portable equipment that doesn't provide motive power:
 - Portable generators
 - Gas powered hand tools
- Forklifts, riding mowers, Golf Carts etc – Mobile Sources

Natural Gas

Reports should not contain estimated stationary combustion from natural gas:

- Often seen in reports for leased space
- Only include if natural gas is separately metered
 - Shared meter: do not report emissions as significant
- Estimated natural gas emissions may be optionally reported

Fugitive Refrigerant Emissions

- Refrigerant blends should be split into their constituents and reported as such
 - Don't report as CO₂e
- Example: R404A should be reported as HFC-125 44%, HFC-134a 4% and HFC-143a 52%

Fugitives and Process Emissions

- Oil and Gas Reporters should use the guidance available in all of the following:
 - CCAR Oil & Gas Discussion paper,
 - CCAR Natural Gas T&D Protocol, AND
 - The API Compendium

De Minimis Emissions

- Must be reported into CARROT and marked de minimis
- Recalculated every four years if no significant change in operations
- Should decrease the number of sources marked de minimis over time, not increase
 - Common exception: reporting all 6 gases in 4th year

Power/Utility Reporters

- Must have a PUP spreadsheet attached to the CARROT report
- Ensure that the most recent version of the spreadsheet is being used
 - Note on geothermal
- Spreadsheet must be public, not private
- Thoroughly read the PUP Spreadsheet instructions tab

Other Tips – Source Names

- Entering meaningful source names aids in data entry, verification and can speed up review of the report
- Assures all gases associated with a source are reported and can be cross-referenced
- Naming sources in a transparent manner enables us to ensure consistent reporting over time

Other tips – Methodology Disclosure

- If completing emission calculations offline, please include brief notes in the methodologies section explaining your methods of calculation
 - Transparency aids in the review process

Contact Information

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