



The Climate Registry

2009 Batch Verification FAQs

What is batch verification?

Batch verification is a modified and cost effective verification process for Registry Members who have relatively simple emissions (e.g. office-based organizations that may also have a few vehicles). For this batch of small emitters, The Registry negotiates a standard contract and fixed price with a Verification Body (the “Batch VB”) on behalf of its Members that qualify for batch verification (“Batch Participants”) to help streamline the process and minimize the costs of completing verification. To facilitate the batch verification, each Batch Participant will be required to submit supporting information in the format requested by the Batch VB and adhere to the schedule for batch verification activities.

How do I know if I qualify for batch verification?

The Registry permits its Members to apply to the Batch VB for batch verification services if their GHG emissions inventory meets the following conditions:

- Not more than a total of 1000 metric tons CO₂e emissions per year from:
 - Indirect emissions from electricity consumption;
 - Direct emissions from stationary combustion for heating or cooling; and,
 - Direct emissions from mobile sources.
- No process emissions; and
- Fugitive emissions that comprise less than 5% of your total emissions.

How does The Registry select a Batch VB?

At the beginning of each calendar year, The Registry releases a Request for Proposals to solicit bids from accredited VBs and selects a qualified Batch VB. This year’s Batch VB will be announced by the end of April 2009.

How do I participate?

Once the Batch VB has been selected, The Registry and the Batch VB will co-host two *Introduction to Batch Verification* webinars: the first on May 1 and the second on May 7, 2009 for any Member who believes that they qualify for batch verification. These webinars will help you to assess your eligibility, answer common questions regarding batch verification procedures, and provide information on how to submit an application directly to the Batch VB. You can register for these webinars in the [calendar](#) section of our website. Registration information will also be included in our monthly newsletter, The Climate Registry Reporter.

What if I'm not sure what my total emissions in metric tons of CO₂e are?

Once you've compiled your annual emissions information and completed entry into CRIS, you can run an annual emissions report that will display your total GHG emissions in tons of CO₂e. Most small office-based organizations with emissions mainly consisting of indirect electricity and a minimum number of fleet vehicles will qualify. Start entering your emissions into CRIS as soon as possible, as the deadline for submitting an application to be included in the batch verification is June 1, 2009; however, you still have until the reporting deadline of June 30, 2009 to make changes to your inventory in CRIS.

Do I still need to issue an RFP?

No, you will not need to issue an RFP as part of the batch verification process. The Registry completes this step of the verification process for you. Once you have participated in one of the two *Introduction to Batch Verification* webinars in May, you can submit an application to participate in the batch verification process directly to the Batch VB.

How does batch verification differ from the standard verification process?

Because of the simpler types of emissions associated with the batch verification process and because The Registry selects a different Batch VB each year, neither a conflict of interest form nor facility visits are required as part of the process. Given the nature of Batch Verification, The Registry requires that a the Batch Verification provide limited assurance (as opposed to reasonable assurance) that a Batch Participant's emission report meets The Registry's program requirements. In other words, the Batch VB asserts that their verification did not identify any evidence that the emission report is not materially correct. More information on the rest of the verification process can be found in Section 2.2 of the General Verification Protocol.

How much does participating in Batch Verification cost?

2009 is the first year that Registry Members will participate in batch verification. While the exact cost is not yet known, we expect it to be significantly lower than the standard verification process due to the modifications that are provided. In late April 2009, The Registry will announce the name of this year's Batch VB and the fixed cost for each Batch Participant. The cost of batch verification services will vary from year to year depending on the bids that VBs submit to The Registry.

How can I prepare for batch verification?

Start now by developing your Inventory Management Plan (IMP) -- you can download a [sample IMP](#) from the Reporting Tips section of the website. You should also sign up for a Registry training (visit our [online calendar](#)) and check out the numerous and helpful [Reporting Tips](#) and [Verification Tips](#) available on our website.