



The Climate Registry

Registry Review of CRIS Reports

To ensure high quality data, The Registry reviews all emission reports prior to releasing them to the public. This document provides Members with an inside look at the Registry's internal review process in order to minimize clarification requests and make certain that Member data can be accepted by The Climate Registry in a timely manner.

Please use this document as a guide for an internal review of your emissions data before submitting your final report to The Climate Registry.

All Members	
1. Is the verification opinion signed by the Member and submitted to The Climate Registry?	<input type="checkbox"/>
2. In comparison, do the reported emissions represent common GHG emissions for similar organizations?	<input type="checkbox"/>
3. Is any contradictory or confusing information explained thoroughly?	<input type="checkbox"/>
4. Do simplified estimation method calculations fall within the 5% or less threshold?	<input type="checkbox"/>
5. Are any other estimation techniques (not simplified estimation methods) approved by The Registry?	<input type="checkbox"/>
6. Does the inventory include all sources that fall within the stated organizational boundaries?	<input type="checkbox"/>
7. Are any Scope 3 emissions reported incorrectly as Scope 1 or Scope 2 emissions?	<input type="checkbox"/>
8. Are all biogenic emissions (emissions that result from natural activities) broken out and reported separately from anthropogenic emissions (emissions that are a direct result of human activities)?	<input type="checkbox"/>
9. Is back-up documentation provided for each reported emitting activity? Including checks on: <ul style="list-style-type: none">● First-hand documentation (e.g. not just a summary spreadsheet)● Dates (i.e. the full calendar year)● Facility / address (i.e. is listed on invoice)● Account numbers	<input type="checkbox"/>
10. Are emission totals and emission factors reported in CRIS consistent with back-up documentation?	<input type="checkbox"/>
11. Is emission activity data reported in the appropriate units (e.g. gallons v. liters, metric tonne v. imperial ton)?	<input type="checkbox"/>

12. Are the quantification methodologies appropriate for all emitting activities (i.e. is the methodology consistent with the GRP)?	<input type="checkbox"/>
13. Is the selected emission factor appropriate (e.g. stationary vs. mobile emissions factor, correct geographic e-Grid region, correct units)?	<input type="checkbox"/>
14. For transitional reporters, is CO ₂ reported for all stationary sources in at least one state or province?	<input type="checkbox"/>
15. For complete reporters, are all applicable GHGs (CO ₂ , CH ₄ , N ₂ O, SF ₆ , HFCs, PFCs) for each source accounted for?	<input type="checkbox"/>
For Members Reporting a Second Year of Data or Beyond	
16. Do the emissions from the current year vary by more than 10% from the base year (the first year as a complete reporter)?	<input type="checkbox"/>
17. Have there been any structural changes? If so, has the base year been adjusted accordingly?	<input type="checkbox"/>
18. Are gases reported in a consistent manner over time?	<input type="checkbox"/>
19. Check the current year's emissions estimate against the previous year's. Have significant changes been noted (i.e. more than 20% difference)?	<input type="checkbox"/>
20. For previously misstated sources, has the previously identified error been corrected in the current report?	<input type="checkbox"/>