

Frequently Asked Questions Regarding Accreditation Requirements for Verifiers for California's Mandatory GHG Reporting Program

1 Who can conduct verification services for greenhouse gas (GHG) emissions data reports under California's Regulation for the Mandatory Reporting of GHG emissions (MRR)?

Only CARB-accredited verifiers can provide verification services for reporting entities subject to mandatory reporting. Verifiers are subject to specific requirements that include prescreening for education and professional experience, and CARB training. Verifiers work in teams, under the auspices of CARB-accredited verification bodies - companies and air districts that meet specific accreditation requirements - that submit verification statements to CARB.

2 Do verifiers accredited under other programs (e.g., ANSI) need to be separately accredited to verify emissions reports for CARB?

Yes. Only CARB-accredited verifiers can provide verification services for reporters subject to mandatory reporting in California. All applicants must complete CARB approved verification training and pass an exit exam.

3 What is the process for individual verifier accreditation?

Section 95132 of the MRR establishes an accreditation application process for **general**, **lead**, and **sector specific** verifiers. Each applicant provides the required documentation of education and professional experience as part of the application process. Each applicant must complete CARB approved verification training and pass the respective **general/lead**, and/or **sector specific** exit exam(s).

4 How do I apply for accreditation as a verifier?

If CARB is offering training, fill out the [application](#) and include evidence of your experience and qualification as either a general verifier or lead verifier, and email the application and supporting information to ghgverify@arb.ca.gov.

5 What experience fulfills the requirement for lead verifier on the accreditation application form?

The regulation requires the applicant provide evidence that they have worked as a **project manager** or **lead person** for **not less than four years**, of which two may be graduate level work, (1) in the development of GHG or other air emissions inventories or (2) as a lead environmental data or financial auditor.

A lead verifier is usually the project manager of a verification team. This requires the applicant to demonstrate leadership roles in preparing GHG or other air emissions inventories. Individuals who were solely responsible for the development of an inventory will be considered a project lead. The second option requires the demonstration that the applicant was a lead environmental data or financial auditor.

An existing verifier may qualify to upgrade to lead verifier if they have provided verification services for two years in at least three CARB verifications, as described in section 95132(b)(2)(B).

The requirements for a general (non-lead) verifier are listed in section 95132(b)(3), and include a combination of education and work experience.

6 What information do I submit to document my work experience?

Work experience documentation may include a resume with recent and relevant experience, including a detailed account of several responsibilities you have completed successfully. For example, you would list the types of verification services or emissions inventory or engineering projects that you have worked on, and what responsibilities you personally had for each project.

7 What are sector specific verifiers and how are they accredited?

In addition to verifier training for general and lead verifiers, CARB also offers sector specific training and accredits specialists for transactions, oil and gas, and process emissions. Reporting entities in these sectors have high emissions, rigorous fuel test requirements, or other complexities that require verifiers to have specific knowledge.

8 What documentation of experience is necessary for sector accreditation?

Work experience documentation for sector accreditation may include a list of related projects or job positions that show experience in the particular industrial sector – oil and gas industry, or fuels, or electricity transactions – including specific dates and job responsibilities that demonstrate two years of experience related to that sector as required by section 95132(b)(5)(A).

9 I am a CARB accredited verifier. How do I upgrade to a lead verifier?

Fill out the [application](#), and check the “Lead Verifier” box. Submit the application and associated documentation to ghgverify@arb.ca.gov. You will receive an email confirming receipt and that your application is being processed and reviewed by CARB staff. If all the requirements have been successfully met, CARB will reissue your Executive Order indicating your lead verifier qualification.

10 I am a CARB accredited verifier. How do I apply for an additional sector accreditation?

If sector training is being offered by CARB, fill out Part I, Part III and Part IV of the [application](#) and email it to ghgverify@arb.ca.gov. If you meet the experience requirements, you are invited to take in-person sector training and take the sector exam. If you pass the exam, CARB will reissue your Executive Order to include accreditation in the applicable sector, and update your accreditation on the CARB website, after which you may represent yourself as a sector specialist.

11 Why is verification training needed?

The Mandatory GHG Reporting Regulation (MRR) (section 95100-95158) requires verifiers to be trained and accredited by CARB in order to provide verification services.

12 When is accreditation training being offered by CARB?

Please contact ghgverify@arb.ca.gov to determine if training will be offered during the next year.

13 What is the cost for training and testing?

Accreditation training and testing are provided at no cost. There are no fees for verifiers or verification bodies.

14 What if I fail the exam?

A score greater than 70% on the exam(s) is required to be an accredited verifier and/or sector specialist. If you do not pass the exam(s), there will be one opportunity to retake the exam(s).

15 What are the requirements to become a CARB-accredited verification body?

A company seeking to provide verification services as a verification body must meet the following requirements for accreditation:

- Must maintain at least five full-time staff members, including two CARB-accredited lead verifiers;
- Retain the specified minimum professional liability insurance of US \$4 million;
- Demonstrate that there are mechanisms in place to prevent conflicts of interest and resolve potential conflict of interest situations if they arise;
- Demonstrate that there are procedures or policies to support technical training related to verification; and

- Disclose any judicial proceedings and enforcement actions filed against the company in the last five years.

16 Can a verification body subcontract verification services?

Yes, the regulation allows verification bodies to subcontract verification services that meet the following requirements:

- All subcontractors must be CARB-accredited verifiers to perform verification services for reporters subject to mandatory reporting;
- The verification body assumes full responsibility for the verification services performed by subcontracted verifiers or verification bodies;
- Subcontracting may not be used to meet the minimum staff total for verification body accreditation;
- A subcontractor may not further subcontract or outsource verification services for an operator; and
- A verification body is responsible for demonstrating an acceptable level of conflict of interest for all subcontractors that it uses.

17 Can air districts be accredited to provide verification services for reporters subject to mandatory reporting?

Yes, air pollution control districts and air quality management districts may also apply and be qualified to provide verification services and must meet the following requirements for accreditation:

- Districts must maintain two CARB-accredited lead verifiers on staff;
- Demonstrate that the District has policies and mechanisms in place to prevent conflicts of interest and resolve potential conflict of interest situations if they arise; and
- Demonstrate that they have procedures or policies to support technical training related to verification.

Please email CARB staff with questions at ghgverify@arb.ca.gov.