NEW YORK STATE | Department of Environmental Conservation

MANDATORY GREENHOUSE GAS REPORTING PROGRAM:APPLICATION FOR VERIFIER ACCREDITATION

This application is required for all individuals that wish to provide verification services for reports submitted to the New York Mandatory Greenhouse Gas (GHG) Reporting Program, 6 NYCRR Part 253. To be considered for approval by the Department, verifiers must submit this application and all required documentation. If you are employed by a verification body, please provide this application to them to submit along with the verification body application. See instructions at the end of this document for information.

Part I. General Information:

Verifier first name: **Verifier last name:**

Address:

City: **State/Province:** **Postal Code:**

Phone: **Email:**

Verification body affiliation(s):

List verification body you are employed/affliated with.

If subcontracting with one or more Department approved verification bodies, please list as “subcontractor with {verification body name}. If self-employed enter “Independent”.

Part II. Applicant Approval Request:

Please read the instructions on Page 4 for specific requirements for lead and sector-specific verifiers. All applicants must provide as attachments documentation of accreditation, education and required experience for the sectors they seek approval in. Select the verifier role and all New York GHG reporting sectors for which you seek approval. Note that all successful applicants will receive training.

Verifier Role:	Yes	No
Lead Verifier	○	○
Non-Lead Verifier	○	○
Transactions		
Fuel Suppliers	○	○
Waste Haulers and Transporters	○	○
Process Emissions		
Aluminum Production	○	○
Cement Production	○	○
Electronics Manufacturing	○	○
Glass Production	○	○
Hydrogen Production	○	○
Iron and Steel Prodction	○	○
Lead Production	○	○
Solid Waste Management	○	○
Oil and Gas Systems		
Natural Gas Systems	○	○
Petroleum and Natural Gas Production	○	○
Petroleum and Natural Gas Gathering and Boosting	○	○

Part III. Current Accreditation Information:

Part III A. California Air Resources Board (CARB) Mandatory GHG Reporting Program (MRR) Verification Accreditation:

- ◯ I **am not** accredited by the CARB MRR Verification Program
- ◯ I **am** accredited by the CARB MRR Verification Program as a:
  - ☐ Non-Lead ☐ Lead Verifier
  - ☐ Transactions Sector Specialist ☐ Oil and Gas Sector Specialist ☐ Process Emissions Specialist

CARB MRR accreditation executive order number:

CARB MRR accreditation expiration date (MM/DD/YYYY):

Part III B. ANSI National Accreditation Board (ANAB) Greenhouse Gas Validation/Verification Bodies (VVB) affiliation:

- ◯ I am **not employed** by an ANAB accredited verification body
- ◯ I am **currently employed** by an ANAB accredited verification body as a:
  - ☐ Verification team member ☐ Technical expert in:
  - ☐ Team Leader ☐ Other (please describe):

Current ANAB-accredited verification body name:

ANAB VBB ID:

ANAB VBB accreditation expiration date (MM/DD/YYYY):

Applicants affiliated with multiple verification bodies may attach a list of verification bodies they are affiliated with to this application.

Select the ANAB organization-level verification categories below in which you have provided verification services. For all categories selected, attach documentation regarding the work performed and your role associated with the individual category:

- ☐ General
- ☐ Manufacturing
- ☐ Electric Power Transactions
- ☐ Mining and Mineral Production
- ☐ Metals
- ☐ Chemical Production

Part IV. Competency Documentation Checklist:

All applicants must attach the following, check the corresponding box below to indicate the documents have been attached:

- ☐ Documentation of education
- ☐ Documentation of professional work experience
- ☐ Documentation demonstrating at least two years of professional experience specifically related to the sectors for which you seek approval (selected in Part II of this application)
- ☐ List of verification bodies you are affiliated with (include indication of whether employed or subcontracting)

Applicants applying as Lead Verifiers must also attach:

- ☐ Documentation of work experience as a lead verifier, including dates and responsibilities for each project

CARB MRR accredited verifiers must attach:

- ☐ Proof of accreditation by CARB MRR program (copy of executive order)

ANAB VBB associated applicants must attach:

- ☐ Proof of employment or affiliation as a verification team member with an ANAB accredited VVB
- ☐ Copy of the organization's Certificate of Accreditation and Scope of Accreditation documents
- ☐ For lead verifiers, documentation of your designation or experience as a team lead
- ☐ Description of work experience related to ANAB organization-level verification categories including work performed, role, duration, and verification sector or category

Part V. Attachment

Combine all supporting documentation into a single Portable Document Format (.pdf) file and attach to this application using the button below. See instructions on page 4 if your attachment file size exceeds 10MB. If the attachments are too large to be submitted in a single email, please ensure that any subsequent emails indicate the application they are related too.

Attach Files

Part VI. Signature Block:

By signing this application, I agree to comply with and be subject to the requirements of the Mandatory Greenhouse Gas Reporting Program, 6 NYCRR Part 253 in relation to all verification work for responsible entities. I certify under penalty of perjury under the laws of the State of New York, that the information contained in this application is true, accurate, and complete.

Signature:

Title:

Date:

Instructions for the completion of the form:
APPLICATION FOR VERIFIERS

The Department uses this application and attached documentation materials to pre-screen accredited individuals seeking approval to provide verification services for reports subject to third-party verification through the New York Mandatory Greenhouse Gas Reporting Program. The Department may request additional information or documentation from an applicant or other persons or entities regarding an applicant's suitability for qualification after receipt of the application materials. If you are employed by a verification body, please provide this application to them to submit along with the verification body application.

Part I. General Information:
Complete all required information. List first and last name as it should appear on the certificate granting Department approval.

Verification Body Affiliation: List the verification body you are employed/affiliated with. If you will provide third-party verification services by subcontracting with an approved verification body, enter the name of that verification body in this field, or if self-employed, enter "Independent." Applicants affiliated with multiple verification bodies must attach the list of verification bodies that they are affiliated with to this application.

Part II. Application Approval Request:
Select the verifier role and all New York sectors for which you are seeking approval.

To be approved as a lead verifier, the verifier must satisfy one of the following conditions:

(a) The verifier is accredited as a lead verifier by California ARB (CARB) for the Mandatory Reporting of Greenhouse Gas Emissions program (MRR); or
(b) The verifier is designated as a lead verifier by the ANAB-accredited Validation/Verification Body (VBB) with which it is employed or affiliated.

To be approved as a sector specific verifier, the applicant must submit documentation to the Department in the application demonstrating at least two years of professional experience related to the sector in which the individual is seeking approval.

Part III. Current Accreditation Information:
Indicate if you are an accredited CARB MRR verifier or associated with an ANAB accredited VVB. Please enter all required information associated with your current accreditation in the appropriate fields. Individuals accredited by CARB and affiliated with an ANAB VVB should complete both Part III A. and Part III B.

Part IV. Competency Documentation Requirements:
Submit all supporting documentation as a single Portable Document Format (PDF) file and attach to this application using the button in Part V. If your attachment exceeds 10MB, please email the required documents to DAR.253MRR@dec.ny.gov at the time you submit your application. Applications that do not include required documentation are considered incomplete. If the attachments are too large to be submitted in a single email, please ensure that any subsequent emails indicate the application they are related too.

Proof of Accreditation:
CARB accredited MRR applicants: Submit a copy of your valid executive order issued through CARB as proof of accreditation as a verifier or lead verifier.

ANAB VVB associated applicants: Submit proof of active employment with an ANAB accredited VVB including information documenting your role as a verifier or lead verifier. Submit a copy of your organization's Scope of Accreditation and Certificate of Accreditation.

Verifier Approval
Applicants must provide documentation that demonstrates they meet education and experience requirements. This may include but is not limited to, a Bachelor's level college degree or equivalent in engineering, science, technology, business, statistics, mathematics, environmental policy, economics, or financial auditing. Work experience can be demonstrated by showing proof of a professional role involved in emissions data management, emissions technology, emissions inventories, environmental auditing, financial auditing, or other technical skills necessary to perform verification.

Lead Verifier Approval
Applicants seeking approval as lead verifiers must provide evidence of their lead verifier accreditation or role and their most recent work experience as a lead verifier. Attach documentation listing dates and responsibilities for each project or employment position.

518-402-8451 | TTY: 711 | DAR.253MRR@dec.ny.gov

Non-discrimination statement
The New York State Department of Environmental Conservation complies with applicable federal and state civil rights laws and does not discriminate in the administration of its programs or activities. For more information, please visit the department's Civil Rights Nondiscrimination page.