



DEPARTMENT OF  
**ECOLOGY**  
State of Washington

# Greenhouse Gas Emissions Report Verification Program: Individual Application

This application is for verifiers who want to provide services to verify greenhouse gas emissions reports as required by the Clean Air Rule, Chapter 173-442 WAC and the Greenhouse Gas Reporting Rule, Chapter 173-441 WAC.

Submit this application with the required documentation. Ecology will notify you if your application is approved or if more information is required. If you have questions about this form, contact [car@ecy.wa.gov](mailto:car@ecy.wa.gov). You can download this form from [www.ecology.wa.gov](http://www.ecology.wa.gov) and search for this form.

1. Email completed application and required documentation to [car@ecy.wa.gov](mailto:car@ecy.wa.gov).
2. Mail a signed copy of the completed application to:

Washington State Department of Ecology  
Air Quality Program  
Clear Air Rule Verification Program  
P.O. Box 47600  
Olympia, WA 98504-7600

## Part I. General Information

An employer listed below, including those not applying for Ecology certification, must also complete the "Greenhouse Gas Emissions Report Verification Program: Verification Body Application."

Applicant Name:

Address:

City:

State:

Zip Code:

Country:

Phone Number:

Email Address:

Employer Name:

Are you the contact person for the employer?  Yes  No

If yes and you are not applying for verifier certification, go to Part IV.

## Part II. Additional Information

### Type of Certification

If you are employed by a verification body accredited for GHG emissions report verification in a program other than the American National Standards Institute (ANSI) Accreditation Program for GHG Validation/ Verification Bodies or the California Air Resources Board (CARB) Mandatory GHG Emissions program AND are not accredited as an individual in CARB'S Mandatory GHG Emissions program, email [car@ecy.wa.gov](mailto:car@ecy.wa.gov) for a special review.

Applying For:  Verifier  Lead verifier

Are you accredited in CARB's Mandatory Reporting of GHG Emissions program?  Yes  No

If yes:

Executive Order Number:

Accreditation Expiration Date:

Sector Specializations:  None

Process emissions specialist  Transactions specialist  Oil and gas systems specialist

To be certified as a transactions specialist in Washington, you must attend transactions specialist training provided by Ecology.

Are you employed by a verification body accredited in ANSI's Accreditation Program for GHG Validation/ Verification Bodies?  Yes  No

If yes:

Sector Specializations:

- None  Manufacturing  Power generation  Mining and mineral production  
 Metals production  Chemical production  Waste  
 Oil and gas extraction, production, and refining, including petrochemicals

An applicant may only apply for sector specialization certifications already granted to their verification body and for which they meet the minimum requirements (see end of form).

**Qualifications**

Required documents depend on external accreditation program. The checklists below are provided to remind the applicant of the requirements.

**For applicants accredited by CARB**

- Attach executive order granting accreditation, including any sector specializations

**For applicants employed by a verification body accredited by ANSI:**

- Attach proof of education/experience (see Part III)

**Part III. Education/Experience Information**

Provide details of qualifications satisfying education and experience requirements. Refer to the information at the end of this form for minimum requirements. If you are accredited in CARB's Mandatory GHG Emissions Reporting program, go to Part IV.

**Education**

Institute Name	Institute Location (city, state)	Degree Type	Major	Dates Attended (mm/yy - mm/yy)

List additional education (e.g., training, professional licenses):

**Employment History**

Provide relevant employment history that shows your experience to act as a verifier. Add more entries as needed.

**Employer #1**

Employer:

Position Title:

Start Date (mm/yy):

End Date (mm/yy):

Employer Website:

Employer Address:

Qualifying Experience (list all relevant projects including dates, skills, and responsibilities that show sufficient experience to act as a verifier):

**Employer #2**

Employer:

Position Title:

Start Date (mm/yy):

End Date (mm/yy):

Employer Website:

Employer Address:

Qualifying Experience (list all relevant projects including dates, skills, and responsibilities that show sufficient experience to act as a verifier):

<b>Employer #3</b>		
Employer:		
Position Title:		
Start Date (mm/yy):	End Date (mm/yy):	Employer Website:
Employer Address:		
Qualifying Experience (list all relevant projects including dates, skills, and responsibilities that show sufficient experience to act as a verifier):		
<b>Reference Contact Information</b>		
Provide contact information for three references who have knowledge of your experience related to GHG emissions report verification.		
<b>Reference # 1</b>		
Name:	Organization:	
Mailing Address:		
Email Address:	Phone Number:	
<b>Reference # 2</b>		
Name:	Organization:	
Mailing Address:		
Email Address:	Phone Number:	

<b>Reference #3</b>	
Name:	Organization:
Mailing Address:	
Email Address:	Phone Number:
<b>Part IV. Certification Statement</b>	
I certify under penalty of perjury under the laws of the state of Washington that the information contained in this application is true, accurate, and complete.	
Signature:	Date:
Printed Name:	

### Qualifications

The documents required depend on the external accreditation for GHG emissions report verification.

- Applicants accredited in CARB's Mandatory Reporting of GHG Emissions program: Provide proof of accreditation, including sector specializations.
- Applicants employed by a verification body accredited in ANSI's Accreditation Program for GHG Validation/Verification Bodies: Provide evidence showing the minimum education and experience requirements, listed below, depending on certification(s) sought.

#### Education Requirement:

- Evidence of a bachelor's level college degree or equivalent in science, technology, business, statistics, mathematics, environmental policy, economics, or financial auditing OR evidence showing the completion of significant and relevant work experience or other personal development activities that have provided the applicant with the communication, technical, and analytical skills necessary to conduct verification.

#### Experience Requirement:

- Evidence showing sufficient workplace experience to act as a verifier, including evidence that the applicant has a minimum of two years of full-time work experience in a professional role involved in emissions data management, emissions technology, emissions inventories, environmental auditing, or other technical skills necessary to conduct verification.
- Applicants for lead verifier must additionally provide evidence of work experience as a project manager or lead person for not less than four years, of which two may be graduate level work, in the development of GHG or other air emissions inventories, or as a lead environmental data or financial auditor in the private sector. Attach documentation that includes dates, skills, and responsibilities for each project or employment position, and contact information for three references familiar with your work.
- Applicants for sector specializations must provide evidence of at least two years of professional experience related to the sector in which they are seeking certification.

Applicants accredited in CARB's Mandatory Reporting of GHG Emissions program employed by a verification body accredited in ANSI's Accreditation Program for GHG Validation/Verification Bodies may apply for sector specializations granted to the verification body by ANSI. Applicants must provide proof of experience satisfying the sector specialization requirement and contact information for three references.

To request ADA accommodation, call (360) 407-6800, 711 (relay service), or (877) 833-6341 (TTY).