

Washington State Climate Commitment Act

Designation of Authorized Project Designee Form

Form ECY 070-700



Publication Information

This document is available on the Department of Ecology's website at:
<https://apps.ecology.wa.gov/publications/summarypages/ECY070700.html>

Contact Information

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Ecology Staff Use Only		
Date Application Received:	Date(s) Additional Information Requested:	Date Approved:

Section 1.0: Nature of Designation Request

For which reason is this Authorized Project Designee (APD) form being submitted?

- New APD
 Change APD
 Remove APD

Section 2.0: Offset Project Operator (OPO)

OPO Name:		OPO's CITSS ID#:	
Mailing Address:	City:	State:	Zip:
Contact Person:	Phone Number:	Email Address	

Section 3.0: Offset Project Information

Offset Project Name: _____ OPO's CITSS ID#: _____

Offset Project Physical Address: _____

Offset Project Registry Listing Project: _____

Compliance Offset Protocol:

- | | |
|---|--|
| <input type="checkbox"/> Livestock Projects | <input type="checkbox"/> Ozone Depleting Substances Projects |
| <input type="checkbox"/> U.S. Forest Projects | <input type="checkbox"/> Urban Forest Projects |

Version:

- | | |
|--|---|
| <input type="checkbox"/> October 20, 2011 | <input type="checkbox"/> April 25, 2014 |
| <input type="checkbox"/> November 14, 2014 | <input type="checkbox"/> June 25, 2015 |

Section 4.0: Authorized Project Designee

APD Name:		APD's CITSS ID#:	
Mailing Address:	City:	State:	Zip:
Contact Person:	Phone Number:	Email Address:	

Section 5.0: Offset Project Operator Signature

In signing this form, I certify under penalty of perjury of the laws of the state of Washington that the information contained in this form is true, accurate, and complete. I further certify that I am a director or officer, as identified in WAC 173-446-050 (5)(c), of the Offset Project Operator listed in Part II of this form and that I am duly authorized to make legally binding decisions on behalf of the Offset Project Operator. By signing this form, I hereby authorize the entity listed in Part IV of this form to become an Authorized Project Designee with all rights and responsibilities described in WAC 173-446-515.

Signature:	Printed Name:
Title:	Date:

Background for Designation of Authorized Project Designee

WAC 173-446-515 of the Cap-and-Invest Rule describes the requirements and process for an Offset Project Operator (OPO) or Authorized Project Designee (APD) to list an offset project with an approved Offset Project Registry. This form is designed to help an OPO or APD fulfill the offset project listing procedures of Washington's Cap-and-Invest program. Once in a calendar year, an OPO may request to change the APD.

Where to Submit Information Contained in This Form

Please complete the information on the form using your computer. Then either add an electronic signature to the form or print, sign, and scan the form. The completed and signed information and all supporting documentation should be submitted to the appropriate Offset Project Registry.

Detailed Instructions for Designation of Authorized Project Designee Form

Part I. Nature of Designation Request

- Check the box which best describes why the Offset Project Operator (OPO) is submitting this information.
- Note: WAC 173-446-515(2) of the Cap-and-Invest Regulation allows an OPO to change or modify the APD for a listed offset project only once with each calendar year.

Part II. Offset Project Operator:

- Provide the OPO's name.
- Provide the OPO's CITSS ID number. The CITSS ID is six characters in length, with two letters followed by four numbers. Do not provide the OPO's confidential CITSS account number, which begins with the CITSS ID number followed by a hyphen and more numbers. WAC 173-446-520(3) of the Cap-and-Invest regulation requires that the OPO, as well as the APD, register with Ecology for the Cap-and-Invest program prior to listing a project. To register with Ecology, visit the website for CITSS: <https://www.wci-citss.org/>
- Provide the OPO's mailing address.
- Provide the OPO's contact person for any questions regarding this form. Also provide that person's phone number and email address.

Part III. Offset Project Information:

- Provide the name of the offset project for which the OPO is designating an Authorized Project Designee (APD). Also provide the offset project's identification number, as issued by the Offset Project Registry (if known).
- Provide the address at which the offset project is physically located.
- Indicate the Offset Project Registry on which the offset project is listed or to be listed by checking the appropriate box.
- Indicate which Compliance Offset Protocol is utilized by the offset project by checking the appropriate box. Also provide the protocol version (i.e., the date as specified in the Cap-and-Invest Regulation).

Part IV. Authorized Project Designee:

- Provide the (new) APD's name. If removing the APD (without adding a new APD), leave all fields in Part IV blank.
- Provide the APD's CITSS ID. The CITSS ID is six characters in length, with two letters followed by four numbers. Do not provide the OPO's confidential CITSS account number, which begins with the CITSS ID number followed by a hyphen and more numbers. WAC 173-446-520(3) of the Cap-and-Invest regulation requires that the OPO, as well as the APD, register with Ecology for the Cap-and-Invest program prior to listing a project. To register with Ecology, visit the website for CITSS: <https://www.wci-citss.org/>
- Provide the APD's mailing address.
- Provide the APD's contact person for any questions regarding this form. Also provide that person's phone number and email address.

Part V. Offset Project Operator Signature:

- Pursuant to WAC 173-446-050 (5)(c), the individual signing the document must be a director or officer of the OPO. The individual may or may not be registered in CITSS as the OPO's Primary Account Representative or Alternate Account Representative. According to WAC 173-446-050 (5)(c) the directors or officers who may designate an APD are those "with authority to make legally binding decisions on behalf of the party, and partners with over 10 percent of control over the partnership, including any individual or entity doing business as the limited partner or general partner".
- Provide the person's signature, printed name, corporate title, and date signed.