

Washington State Climate Commitment Act

Ozone Depleting Substances Offset Project Data Report

Form ECY 070-727



Publication Information

This document is available on the Department of Ecology's website at:
<https://apps.ecology.wa.gov/publications/summarypages/ECY070727.html>

Contact Information

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Date Application Received:	OPR Tracking Number:	Date Application Reviewed:

Section 1.0: Entity Submitting Report

Is this form being submitted by the Offset Project Operator (OPO) or by the Authorized Project Designee (APD)

OPO APD

Notes:

- 1. The person completing this form should be an OPO/APD Employee
- 2. If the APD is submitting the form, the OPO should submit the form “Designation of Authorized Project Designee” simultaneously

Report Version Number:	Date Report Submitted:	Date Report Completed:
Date Form Completed:	Phone Number:	Email Address:

Section 2.0: Offset Project Information

Offset Project Name:

OPR Project ID Number:

Offset Project Commencement Date:

First Reporting Period Start Date:

First Reporting Period End Date:

Protocol Version for Project Listing:

Protocol Version for Project Reporting:

November 14, 2014

November 14, 2014

Section 3.0: OPO/APD Information

Section 3.1 OPO		
OPO Name:	OPO CITSS ID#:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Section 3.2 APD		
APD Name:	APD CITSS ID#:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Section 4.0: Reported GHG Emissions and Reductions

Project Baseline Emissions (MtCO₂e)

Project Emissions (MtCO₂e)

Total GHG Reductions (MtCO₂e)

Section 5.0: Destruction Information

Destruction Facility Name:

Street Address:

City, State, Zip Code:

Destruction Event:	Start Date:	End Date:

Section 6.0: ODS Destroyed

Event #	Mass ODS (lb)	CFC-11 (mass%)	CFC-12 (mass%)	CFC-13 (mass%)	FC-113 (mass%)	CFC-114 (mass%)	CFC-115 (mass%)	HCFC-22 (mass%)	HCFC-141b (mass%)
1									
2									
3									
4									
5									

Section 7.0: Questions

1. How many parties are in the chain of custody for this project? (List all parties in the chain of custody, including their role and contact information in the Appendix at the end of this report)

Number:

Parties involved:

2. Was the offset project in compliance with all applicable local, state, and federal environmental and health and safety requirements during the entire Reporting Period? If “yes,” skip to Question 7.3.

Yes

No

- 2.1 What was the initial date of the offset project being out of regulatory compliance? Attach any supporting documentation as required by WAC 173-446-510(2)(b)(i)(A)–(C).

Initial Date:

- 2.2 What was the end date when the offset project returned to regulatory compliance? Attach any supporting documentation as required by WAC 173-446-510(2)(b)(ii)(A)–(D).

End Date:

3. Is all information set forth in the offset project listing still accurate? If “yes”, skip to Section 8.0.

Yes

No

3.1 Does the information reported in Section 2.0 above include an updated Offset Project Commencement Date Reporting Period Start Date, and/or Reporting Period End Date?

Yes

No

3.2 Does the information reported in Section 3.0 above include any updated OPO/APD information?

Yes

No

3.3 Does the information reported in Section 5.0 above include a Destruction Facility different than the one named in the offset project listing?

Yes

No

3.4 Are there any updates to report for Technical Consultants or Other Parties with a Material Interest?

Yes

No

If yes, provide those updates here:

3.5 Is there an updated list of all Points of Origin by U.S. state for ODS sourced for the project?

Yes

No

If yes, provide the updated list here:

3.6 Does the information reported in Section 6.0 above include an updated list of eligible ODS species destroyed in this project?

Yes

No

3.7 Does any other information in the project listing need to be updated?

Yes

No

If yes, provide those updates here:

Section 8.0: Attestations and OPO Signature

I certify under penalty of perjury under the laws of the State of Washington the GHG emission reductions and/or GHG removal enhancements for:

Project Name:

From

Crediting Period Start Date:

To

Crediting Period End Date:

are measured in accordance with the Compliance Offset Protocol Ozone Depleting Substances Offset Projects, November 14, 2014, and all information required to be submitted to Ecology or the Offset Project Registry, as applicable, in the Offset Project Data Report is true, accurate, and complete.

Yes

No

Initial

In signing this form, I certify under penalty of perjury of the laws of Washington that the information contained in this form is true, accurate, and complete. I further certify that I am an Account Representative of the Offset Project Operator (OPO).

Signature:	Printed Name:
Title:	Date:

Appendix: Parties in Chain of Custody

Party 1		
Name of Party:	Party's Role:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Party 2		
Name of Party:	Party's Role:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Party 3		
Name of Party:	Party's Role:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Appendix: Parties in Chain of Custody

Party 4		
Name of Party:	Party's Role:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Party 5		
Name of Party:	Party's Role:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Party 6		
Name of Party:	Party's Role:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Appendix: Parties in Chain of Custody

Party 7		
Name of Party:	Party's Role:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Party 8		
Name of Party:	Party's Role:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Party 9		
Name of Party:	Party's Role:	
Mailing Address:	City:	State, Zip Code:
Contact Person:	Phone Number:	Email Address:

Background

WAC 173-446-525(4) of the Cap-and-Invest Rule specifies the reporting requirements for offset projects participating in the Cap-and-Invest Compliance Offset Program. The Offset Project Operator (OPO) or the Authorized Project Designee (APD) is required to submit an Offset Project Data Report (OPDR) within four months of the end of each reporting period, and within 28 months of project listing. This form is designed to help OPOs and APDs provide the information required in an OPDR for offset projects using the Compliance Offset Protocol Ozone Depleting Substances Projects, November 14, 2014, pursuant to WAC 173-446-505(3)(c). This information is submitted to the approved Offset Project Registry that listed the offset project and should also be provided to the Ecology accredited verification body that will be verifying the OPDR.

Where to Find 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.

Instructions

Section 1.0: Entity submitting report:

- Indicate whether the Offset Project Operator (OPO) or Authorized Project Designee (APD) is submitting the Offset Project Data Report (OPDR).
- WAC 173-446-525(6) requires that each version of the OPDR specifies the version number and the date submitted. Moreover, the protocol requires that each OPDR include the date of completion. Include the OPDR version number, the date of OPDR completion, and the date of OPDR submission to the Offset Project Registry.
- List the name, organization, phone number, and email address of the person submitting the information. This person should be an employee of the OPO or APD, whichever entity is making the submission. The person submitting the information need not be the same person as the contact person listed for the OPO or APD in Section 3.0 and also need not be the person signing the form in Section 9.0.
- The person submitting the information should indicate the date the form is completed.

Section 2.0: Offset Project Information:

- Provide the name for the offset project and its Offset Project Registry ID number, as provided by the Offset Project Registry listing the project. Also include the CARB project ID number, if known.
- Indicate the Offset Project Commencement Date and the start and end date of the Reporting Period covered in this Offset Project Data Report.
- Also indicate the version under which the project is reporting. A project may report under the version which it is listed or may transition to a subsequent version. A project may transition only at the time of submitting the initial Offset Project Data Report to the Offset Project Registry.

Section 3.0: OPO/APD Information:

- Enter contact information for the offset project's OPO and APD (if applicable). Every offset project will have an OPO. If an offset project does not have an APD, please mark the box indicating the offset project does not have an APD and leave the remaining fields blank.
- For both the OPO and, if applicable, the APD, enter the entity's name, its CITSS ID number, its mailing address, and the name, phone number, and e-mail of a contact person for the entity. DO NOT PROVIDE THE OPO's or APD's CONFIDENTIAL CITSS ACCOUNT NUMBER, which begins with the CITSS ID number followed by a hyphen and more numbers.

Section 4.0: Reported GHG Emissions and Reductions

- For the Reporting Period covered in this Offset Project Data Report, enter the offset project's baseline emissions, its project emissions, and its total GHG emissions reductions. Emissions and emissions reductions should be reported in metric tons of CO₂e.

Section 5.0: Destruction Information

- Provide the name of the destruction facility and its street address.
- Enter the start and end date(s) of the ODS destruction event(s).
- Expand the section or attach additional sheets if the project includes more than five destruction events.

Section 6.0: ODS Destroyed

- This part summarizes all the eligible ODS destroyed for each destruction event.
- Enter the total mass of all ODS materials destroyed in pounds. This weight includes eligible ODS and other ineligible material, including high boiling residue (HBR), moisture, and ineligible ODS. This should match the weight on the certificate of destruction.
- Enter the fraction of each eligible ODS destroyed. For refrigerant projects, HCFC-22 and HCFC-141b are ineligible for offset crediting and should be marked “n/a” or left blank.

Section 7.0: Questions

- Provide the number of parties included in the project’s chain of custody. Provide the required information for each party in the chain of custody in the Offset Project Data Report’s appendix.
- This part also includes two questions required in the compliance offset protocol.
- The OPO or APD must report whether the offset project has met all local, state, and federal environmental and health and safety requirements during the Reporting Period. Local regulatory requirements include those implemented or enforced by any local agency with jurisdiction over air quality, water quality, zoning, or any other environmental or health and safety aspect of the offset project.
- WAC 173-446-510(2)(b) allows an OPO or APD to effectively exclude a time period during which a project was out of regulatory compliance and receive Ecology or registry credits only for the remainder of the reporting period during which the project was in full compliance. If an OPO or APD is excluding any dates under this provision, the OPO or APD should provide the excluded dates and any supporting documentation required by WAC 173-446-510(2)(b)(i)–(ii).
- The OPO or APD must answer whether the information submitted in the offset project’s listing form remains accurate. If the listing information remains accurate, skip to Section 8.0. For information which is no longer accurate, answer questions 3.1 through 3.7 to indicate which portions of the listing information are being updated in this report.

Section 8.0: Attestations and OPO Signature:

- Washington's Cap-and-Invest Regulation requires the OPO's account representative to sign an attestation when submitting an offset project data report. The required attestation is provided in this section. The person signing the form should also initial the attestation (no typed or printed initials).
- The attestation requires the OPO's account representative to provide the offset project name and the start and end dates of the crediting period to complete the statement. The offset project name should match the name entered in Section 2.0. The dates for the Offset Project's crediting period must also be provided. Please note that the dates provided in the attestation are for the crediting period, not for the first reporting period provided in Section 2.0. The crediting period dates may be approximate if precise dates are not known.
- The individual signing the document must be registered in CITSS as the OPO's Primary Account Representative or Alternate Account Representative. The individual signing the document may be an APD employee and/or representative; but to sign the document, the individual must be an Account Representative on the OPO's CITSS account.
- Please provide the individual's signature, printed name, corporate title, and date signed.

Appendix: Parties in Chain of Custody

- Provide the name of each party included in the chain of custody documentation
- For each party, briefly describe its role (e.g. "reclaimer" or "transport"). Provide the mailing address for each party.
- Provide the name of a contact person for each party, along with that person's phone number and email address. The contact person should be an employee or representative of the party and should be familiar with the party's role in offset project activities.
- Use as many pages for the Appendix as necessary. You may attach additional sheets as necessary.
- When submitting the completed Offset Project Data Report, blank pages in the Appendix and the two instruction pages need not be submitted.