

CarbonNeutral® Certification Form



This Certification Form may be revised from time to time within the annual CarbonNeutral Protocol publication cycle. Please check you are using the most up to date version by downloading it from:

www.carbonneutral.com/certification-form

This Certification Form serves to ensure that Natural Capital Partners has obtained the required information necessary to license a CarbonNeutral® certification logo under the provisions of The CarbonNeutral Protocol.

There are three parties to this Certification Form:

- 'Natural Capital Partners' is the recipient of the completed and signed Certification Form.
- The 'Licensee' is responsible for the completion of the Certification Form and its submission to Natural Capital Partners.
- The 'GHG Emissions Assessor' is a qualified consultant contracted by the Licensee or Natural Capital Partners to attest that the measurement of greenhouse gas emissions ('GHG Emissions') for the certification subject has been executed in conformance with the requirements of The CarbonNeutral Protocol.

Define

1. **Certification subject** (e.g. name of company): _____
2. **Certification type** (e.g. company): _____
3. **Certification period** (DD/MM/YYYY): From ____/____/____ To ____/____/____
4. **Year of first certification** (YYYY): _____

Measure

TO BE COMPLETED BY THE GHG EMISSIONS ASSESSOR

5. If the information requested in this section is documented elsewhere (in whole or in part), you may attach such document(s) in lieu of completing questions 6-17 or the applicable portion(s) thereof. Please check this box if you are attaching documentation.
6. Date of completion of greenhouse gas emissions assessment ('GHG Emissions Assessment') (DD/MM/YYYY): ____/____/____
7. Data period used for the GHG Emissions Assessment. From (DD/MM/YYYY): ____/____/____ To (DD/MM/YYYY): ____/____/____
8. Date of previous GHG Emissions Assessment (if applicable) (DD/MM/YYYY): ____/____/____
9. Total inventory of GHG Emissions (tonnes CO₂e): _____

Data completeness

10. Select the percentage representing the closest approximation of the total GHG Emissions inventory, or state the exact percentage
Primary data (not estimation): 0% /25% /50% /75% /100% or exact percentage: ____%

Attestation

11. I attest that the GHG Emissions Assessment is in conformance with the requirements set out in the 'Define' and 'Measure' sections of The CarbonNeutral Protocol. State any GHG Emissions accounting standards that have been applied to the GHG Emissions Assessment:

TO BE COMPLETED BY THE GHG EMISSIONS ASSESSOR - CONTD.

12. I confirm that the input data and calculations that inform this attestation are attached to the submission of this Certification Form.

13. Organization conducting the GHG Emissions Assessment: _____

Authorized signatory of the organization conducting the GHG Emissions Assessment

14. Signature: _____

15. Name: _____

16. Job title: _____

17. Date (DD/MM/YYYY): ____/____/____

Data quality

Quality control

18. Select one that applies to the majority of data before the data is provided to the GHG Emissions Assessor:

All done by one person, unchecked by others

Data collected and checked by separate functions

Data collected and checked within an internal quality control system

Data collected and checked in accordance with a third party data management standard (e.g., an ISO standard), if so specify standard _____

Quality assurance

19. Select one that applies to the majority of data before the data is provided to the GHG Emissions Assessor:

Data management processes are unchecked

Data management processes are checked by qualified third-party

Product certifications

20. (only applicable to product type certifications)

If the subject of this Certification Form is a product certification license and the related GHG Emissions inventory incorporates a life-cycle assessment undertaken more than one (1) year preceding the date of this Certification Form, please check this box to confirm the absence of any changes that would materially affect the GHG Emissions measurement referenced hereunder or that the GHG Emissions inventory has been updated based on such material changes. (A change to a product supply chain is considered 'material' when GHG Emissions are affected, either positively or negatively, by more than 5%. For product type certifications, The CarbonNeutral Protocol requires an independent GHG Emissions Assessment every three years.)

Target and Reduce

Internal Emissions: Targets and Reductions

21. Specify internal GHG Emissions reduction targets if any have been adopted

This specification should be limited to a reasonable summary of any internal GHG Emissions reduction targets representing (a) the most significant targets and/or (b) the targets addressing the majority of GHG Emissions to be reduced by internal measures.

(use table overleaf)

Target If relevant, specify a high-level description of the targeted reduction, including the related GHG Emissions Scope	Reduce Progress to date

Example table

Target	Reduce
Changing all lightbulbs to LED by 2022, to address Scope 2 emissions	5,000 of 6,000 installed
Reduce emissions from business travel (Scope 3) by 30% by 2025, based on 2015 baseline	5% reduction achieved to date
Science-Based Target to reduce Scope 1 and 2 emissions by 40% by 2030, based on 2015 baseline	10% reduction achieved to date
Science-Based Target to reduce Scope 3 emissions by 20% by 2030, based on 2015 baseline	5% reduction achieved to date

N/A. No internal GHG Reduction targets have been adopted by company

Internal Emissions: Carbon Pricing

22. Specify any of the following price oriented internal GHG Emissions reduction methods used by your company:

Shadow price (for example, your business adds a hypothetical surcharge on GHG Emissions for decision analysis (e.g. when analyzing the business/investment case for new products)

Carbon price (for example, a charge of \$25/tonne on internal business units according to their GHG emissions inventories to motivate them to reduce)

State and describe the price:

N/A. Carbon pricing not used by company

Confirmation

I confirm that the information set forth under this Certification Form is a true and accurate reflection of the facts to the best of my knowledge.

I confirm that I am authorized to attest to these facts and execute this Certification Form on behalf of my company.

23. Signature:

24. Name: _____

25. Job title: _____

26. Company: _____

27. Date (DD/MM/YYYY): ____/____/____