

Offsetting Guidance Document

ISSUE 1
December 2018



**airport
carbon
accreditation**

MAPPING | REDUCTION | OPTIMISATION | NEUTRALITY

Table of Contents

1 Overview	3
2 Definition of Terms.....	4
3 Quality Criteria	5
4 Offsetting Requirements & Recommendations	6
5 Applicability.....	9
Appendix I – Offset Project Types Summary Information	10
Appendix II - Procurement Guidelines	13

1 Overview

Airport Carbon Accreditation is the only voluntary global carbon management standard for airports. The aim is to encourage and enable airports to implement best practices in carbon management, with the ultimate objective of becoming carbon neutral. Airports can participate at four progressively stringent levels of accreditation: 1. Mapping; 2. Reduction; 3. Optimisation; and 3+. Neutrality.

In the context of *Airport Carbon Accreditation*, carbon offsetting refers to the use of carbon offsets to compensate for unavoidable airport CO₂ emissions. In order to achieve level 3+ (Neutrality), airports shall compensate for their scope 1 and 2 residual emissions as well as scope 3 airport staff business travel emissions that cannot be reduced by other means by purchasing offsets.

Global offset instruments and markets will become more complex and the risk of double counting of offsets is likely to increase in the coming years. Under the Paris Agreement, countries will formulate self-defined greenhouse gases (GHG) reduction targets. Most of the emission reductions achieved by offset projects will fall within the scope of such reduction targets. Therefore, there is a risk that project host countries count the resulting emission reductions towards their Nationally Determined Contributions (NDCs), whereas the corresponding credits have already been sold internationally. The Paris Agreement requires robust accounting of internationally transferred units to avoid double counting.

As level 3+ is the most stringent of the accreditation levels and requires actions outside the direct control of airports, this Offsetting Guidance Document has been developed to inform and guide airports about offsetting options, requirements and recommendations, as well as to provide practical support through dedicated offset procurement guidelines.

This document is based on a comprehensive study on offsetting for airports that was assigned by ACI Europe to the company Ecofys in 2017 and completed in 2018. This study included, amongst others the identification of the key offsetting quality criteria and the assessment of offset programmes and projects against them. Based on this assessment, a proposed list of eligible offset programmes was established and offset project types were attributed different degrees of confidence in their compliance with the quality criteria. The Airport Carbon Accreditation Task Force and Advisory Board reviewed the study and agreed on the Offsetting Guidance Document.

Section 2 defines the key terms used in the Offsetting Guidance Document and section 3 explains the mandatory and optional quality criteria for offsets. Section 4 introduces the requirements and recommendations for offsetting under *Airport Carbon Accreditation*. Section 5 describes the applicability of this document. Appendix I provides summary information for offset projects, while Appendix II presents procurement guidelines that can help airports draft Requests for Proposals from offset suppliers.

2 Definition of Terms

The key definitions used in this document are listed below.

Offset:	A carbon offset—or simply offset—represents one metric tonne of carbon dioxide equivalent (MTCO _{2e}). Offsets are created, held, and transferred as digital credits in an electronic registry. When an offset is purchased, it is cancelled, or retired or redeemed in the registry to compensate for the emission of one tCO _{2e} . Consequently, it is no longer traded on a registry.
MTCO_{2e}:	Metrics Tonnes of Carbon Dioxide Equivalent (MTCO _{2e}) is the internationally accepted term for describing different GHGs (e.g., carbon dioxide, methane, nitrous oxide) in a common unit. CO ₂ is the most commonly emitted GHG, but all of the other GHGs listed above have higher climate change impacts per metric tonne than CO ₂ does. For any quantity and type of GHG, one MTCO _{2e} signifies the amount of CO ₂ that would have the equivalent climate change impact. For the purposes of GHG accounting and carbon neutrality calculations, MTCO _{2e} is the way to consistently quantify all GHG emissions or reductions.
Offset project:	A project that aims to reduce emissions and generate offsets. Implementing offset projects leads to the issuance of offsets over the project duration.
Offset programme:	An offset programme refers to an institution that has developed a specific accounting protocol. It issues offsets according to the protocol and has its own registry. For an offset project to be certified under a certain offset programme, it must meet certain criteria regarding baseline setting, monitoring methodologies, etc.
Quality criteria:	Quality criteria describe the requirements that offset activities must comply with to ensure environmental integrity and to monitor externalities. The quality and credibility of offsets depends on the (confidence in the) degree to which these criteria are met.
Offset label:	An offset label represents an additional attribute to credits issued under an offset programme. It identifies specific qualities of an offset project in comparison to other projects that do not have this label. An offset label does not issue offsets.
Environmental integrity:	Environmental integrity refers to the fact or confidence that an offset refers to real, measurable, and additional emission reduction.
Requirement:	Any specification which airports <u>shall</u> comply with in accordance with the provisions of the Offsetting Guidance Document.
Recommendation:	Any specification which airports <u>may</u> wish to comply with in accordance with the provisions of the Offsetting Guidance Document.

3 Quality Criteria

An offset must meet certain environmental integrity criteria, mitigate negative side effects and can promote positive side effects. Table 1 lists the mandatory and optional quality criteria that are considered as best practice for offsetting.

Table 1
Overview of Quality Criteria

Mandatory Quality Criteria	
Criterion	Description
Additionality	The offset project and resulting emission reductions would not have occurred in the absence of an offset project and the revenue from selling offsets. The ongoing need for financial support to cover operational expenses throughout the project duration after the initial investment decision is made and the project is implemented is referred to as vulnerability.
MRV	Emission reductions are <u>M</u> onitored, <u>R</u> eported, and <u>V</u> erified; therefore they are real and measurable.
Permanence	Emission reductions are permanent and irreversible.
Leakage	The offset project does not cause higher greenhouse gas (GHG) emissions or lower GHG mitigation outside of the project boundary.
Ownership	A robust accounting system prevents double counting and double claiming of offsets.
No harm	The offset project should not cause any negative environmental or social externalities.
Optional Quality Criteria	
Criterion	Description
Vintage	Refers to the year in which an offset was generated. Confidence in environmental integrity is higher if the offset project was registered under latest standards and the emission reductions took place recently.
Co-benefits	The offset project contributes to the Sustainable Development Goals (SDGs) beyond climate action.
Location	Contributions to SDGs may increase if the offset project is implemented in least developed countries because there is a stronger potential for co-benefits.

Well-established offset programmes are based on the above quality criteria. Each offset project needs to go through a defined project cycle to pass several assessments and be registered. Then emission reductions need to be verified by verifiers (i.e., accredited entities which ensure that offset quality criteria are met) and certified before offsets can be issued.

This cycle can be separated into two main stages: the project design stage and the project implementation stage. Moving a project from conception to final issuance of offsets takes two and a half years on average. Offset project registries issue a unique serial number to each tonne of emission reduction that can be transacted multiple times before an owner can choose to retire it (i.e., it is taken out of the market and is no longer traded on a public registry). A retired offset is flagged as unsellable on the registry so that only the end buyer can claim the emissions reduction associated with the offset.

4 Offsetting Requirements & Recommendations

Airport Carbon Accreditation is introducing the following requirements and recommendations for offsetting to ensure that the programme evolves in line with the latest international developments, maintains its credibility, and maximises effectiveness.

4.1 Requirements

4.1.1 Airports shall choose projects from specific offset programmes

Rationale: Only the most established and credible offset programmes that meet strict methodological and quality criteria are eligible under *Airport Carbon Accreditation*. Airports shall choose one or more from the following list:

- Clean Development Mechanism
- Verified Carbon Standard
- Gold Standard
- Climate Action Reserve
- American Carbon Registry

4.1.2 Airports shall not choose offset projects with a high risk of low environmental integrity

Rationale: Recent studies conclude that environmental integrity of offsets mainly depends on the project type since the major offset programmes follow equivalent procedures and methodologies. In principle, in any offsetting project type, there can be a high quality individual project. However, for some project types there are inherent concerns with respect to additionality, calculation and permanence of emission reductions, leakage risk, and negative externalities. Therefore, offsetting project types listed in Table 2 are not eligible under *Airport Carbon Accreditation*. Appendix I provides a short indicative description for each of these project types.

Table 2

Non-eligible Offset Project Types

- | |
|---|
| <ul style="list-style-type: none">➤ Nuclear energy➤ Fuel switching➤ Industrial gases HFC & N₂O➤ Coal mine methane |
|---|

① On an exceptional basis, if an airport believes that it has identified a high quality project from Table 2, it should contact the Administrator and provide evidence demonstrating that the project complies with the offset quality criteria set out in Table 1. For the purposes of *Airport Carbon Accreditation*, airports shall not purchase offsets from such projects before providing relevant evidence to the Administrator and verifying with them that they meet the quality criteria and can be accepted.

4.1.3 Airports shall provide a minimum set of information about the offsets

Rationale: In order to verify the compliance of the airport with the Offsetting Guidance Document, the airport shall provide the following information to the Administrator about the offsets purchased:

- Offset programme
- Offset project type
- Project name
- Project identification number

If the offsets retired by an airport are registered in a public registry, the airport shall provide a link to the relevant entry in the registry to the Administrator.

4.2 Recommendations

4.2.1 Airports are encouraged to take into account the varying degrees of confidence in the quality of eligible project types

Rationale: Offsetting project types not included in Table 2 are accepted under *Airport Carbon Accreditation*. However, airports should note that there is a risk that some of them may not include individual projects of high quality. Table 3 provides a list with project types with medium confidence in their quality, and another one with higher confidence in their quality. In both cases, airports are advised to always request evidence from their offset supplier that the project is of high quality (e.g., project design documents, monitoring reports). This information can provide additional validated evidence regarding environmental integrity and externalities. Appendix I provides a short indicative description for each of these project types.

Table 3

Medium & Higher Confidence Offset Project Types

Medium Confidence	Higher Confidence
<ul style="list-style-type: none">➤ Industry efficiency (including waste heat/gas recovery & blended cement)➤ Transport➤ Large-scale conventional renewables (wind, hydro - dam, solar – grid-connected)➤ Forestry and land-use (including agriculture)	<ul style="list-style-type: none">➤ Efficient lighting➤ Biogas➤ Methane from landfills➤ Small solar (off-grid)➤ Small hydro (run-of-river)➤ Geothermal➤ Biomass➤ Cookstoves

4.2.2 Airports are encouraged to use offset projects that were registered from 2013 onwards

Rationale: The year 2013 marks important changes in the offsetting market. Specifically, offset programmes improved several methodologies and tools to evaluate the additionality of offset projects and to monitor and calculate emission reductions. These improvements increase the confidence in offset projects to achieve environmental integrity and do no harm.

4.2.3 Airports are encouraged to use offsets that have been issued within 5 years prior to the occurrence of the airport GHG emissions to be compensated

Rationale: Offsets that remain unsold in the market for a longer period may originate from projects with low credibility. In addition, long vintage periods may indicate that the project depends less on offset revenue, which raises additionality concerns.

4.2.4 Airports are encouraged to choose offsets that are certified under an offset label

Rationale: Offset labels set additional requirements compared to the registration process applied by offset programmes, as they require project developers to pass a more extensive stakeholder engagement process and to demonstrate co-benefits. Furthermore, the additional checks can also enhance the confidence in environmental integrity. Indicative offset labels include the Climate, Community & Biodiversity Standards (CCBS) and Social Carbon (SC), while there may be more offset labels offered to airports. As such initiatives can never lower the credibility of offsets, any offset label shall be accepted.

4.2.5 Airports are encouraged to seek assurances that the emission reductions associated with their offsets are not counted twice

Rationale: Global offset instruments and markets will become more complex and the risk of double counting of offsets is likely to increase in the coming years. Under the Paris Agreement and the associated NDC's, countries will formulate self-defined GHG reduction targets. Most of the emission reductions achieved by offset projects will fall within the scope of such reduction targets. Therefore, there is a risk that project host countries count the resulting emission reductions towards their NDCs, whereas the corresponding credits have already been sold internationally. The Paris Agreement requires robust accounting of internationally transferred units to avoid double counting. However, there are considerable challenges in this regard and the implementation of such robust mechanisms is still being negotiated.

Airports should be aware that double counting of emission reductions would occur when a single GHG emission reduction is counted more than once. Therefore, they are encouraged to request relevant documentation from the offset suppliers, such as host country approval letters, in which the host country assures that the offsets generated by a project are only counted once.

4.2.6 Airports are encouraged to publicly communicate their offsetting activities

Rationale: Various stakeholders expect organisations that claim carbon neutrality to be fully transparent about their practices and to actively communicate details about offsets. Airports are encouraged to publicly communicate key information including for instance quantity of offsets, offset programme, project type, project location, project name, and project identification number. A good practice is to ask project developers or offset retailers to retire offsets in the airport's name and to use public offset registries. Sharing a link to the registry where the offsets have been retired can help convey the above information on the airport's

offsetting choices. Such information may be provided on airport websites or in existing reports (e.g., sustainability reports).

4.3 Additional information

① New offset programmes and project types continue to be introduced. If an airport believes that a programme or project type should be permitted under *Airport Carbon Accreditation*, the airport can raise the matter to the Administrator, who will consider the request in consultation with the Task Force and the Advisory Board. New programmes or project types will be required to demonstrate that they comply with the quality criteria of Table 1. For the purposes of *Airport Carbon Accreditation*, airports should not purchase offsets from programmes or project types, which currently do not appear under this Offsetting Guidance Document, before having checked with the Administrator whether they will be accepted.

① Airports may choose to develop new projects locally or internationally that lead to carbon offsets. In such cases, the offsets should be issued under one of the permissible programmes. Specifically, airports may decide to develop new offset projects to directly benefit nearby communities that may be negatively affected by airport operations. In such cases, airports should carefully consider the expected benefits as well as the time, cost and human resource implications and requirements for the full cycle of the offset project, which as described in Section 3, can take more than two years.

① In order to facilitate the offsetting procurement process, this Offsetting Guidance Document is introducing indicative procurement guidelines (Appendix II), which can be used in Requests for Proposals.

5 Applicability

The new guidelines are applicable to all airports submitting an application for Level 3+ as of January 1st, 2019. Exceptionally, an airport can still use offsets as per *Airport Carbon Accreditation* Guidance Document issue 10 from September 2016, only if one of the following cases applies:

1. An airport has already bought offsets for its next accreditation.
2. An airport has already bought offsets in advance for the accreditation of several years (i.e., it has concluded a contract for supply of offsets for several years).
3. An airport has already selected an offset supplier but not bought offsets yet.
4. An airport has already launched a procurement procedure for offsets, but has not concluded the process yet.

Airports falling in any of the above four categories shall provide relevant evidence to the Administrator regarding their specific status. In all of the above cases the airport is required to comply with the requirements of the Offsetting Guidance Document at the earliest possible time.

Appendix I – Offset Project Types Summary Information

Higher Confidence Offset Project Types		
Project Type	Typical Project	GHG Mitigation Action
Efficient lighting	LED lamps are sold at a reduced price, or donated to households to replace incandescent lamps.	Displacement of less-efficient lighting by more-efficient technology and reducing GHG emissions from electricity production.
Biogas	Organic waste is treated by anaerobic digestion. The output is upgraded and used to replace natural gas in a natural gas distribution system.	Displacement of natural gas in a natural gas distribution system.
Methane from landfills	Capture of landfill gas and its flaring and/or use to produce energy and/or use to supply natural gas consumers.	Destruction of methane emissions and/or displacement of a more-GHG-intensive service.
Small scale solar (off-grid)	Small-scale solar power generation by off-grid users (no connection to a reliable grid).	Displacement of electricity that would be provided by more-GHG-intensive means—e.g. diesel.
Small scale hydro (run-of-river)	Construction and operation of a new hydropower station that supplies electricity to the grid.	Displacement of electricity that would be provided to the grid by more-GHG-intensive means.
Geothermal	Construction and operation of a new geothermal power station that supplies electricity to the grid.	Displacement of electricity that would be provided to the grid by more-GHG-intensive means.
Biomass	Generation of power and heat in thermal power plants using biomass. Typical activities are new plant, capacity expansion, energy efficiency improvements or fuel switch projects.	Displacement of more-GHG-intensive electricity generation in grid or heat and electricity generation on-site. Avoidance of methane emissions from anaerobic decay of biomass residues.
Cookstoves	Distribution of efficient cookers to end-users that reduce the use of non-renewable biomass / Distribution of solar cookers to end-users that displace the use of non-renewable biomass.	Displacement of more-GHG-intensive, non-renewable biomass-fuelled applications by introducing efficient / renewable energy technologies.

Medium Confidence Offset Project Types		
Project Type	Typical Project	GHG Mitigation Action
Industry efficiency (including waste heat/gas recovery & blended cement)	Waste heat/gas recovery where waste heat released from a manufacturing process is utilised to preheat raw materials in an existing or greenfield manufacturing facility / Waste gas released from a manufacturing process is used for heat production.	Displacement of fossil fuel used for heat production by recovered waste heat / gas that was vented/flared before.
	Blended cement where blending material (e.g. fly ash, gypsum, slag) is used to decrease the share of clinker in cement.	GHG emissions from clinker production are avoided due to less use of clinker.
Transport	Establishment and operation of rail-based or bus-based mass rapid transit systems in urban or suburban regions for passenger transport / Introduction and operation of new less-GHG-intensive vehicles (gas, electric, hybrid).	Displacement of more-GHG-intensive transportation modes by less-GHG-intensive ones / Displacement of more-GHG-intensive vehicles.
Large-scale conventional renewables (wind, hydro - dam, solar – grid-connected)	Large scale wind, such as construction and operation of a new wind farm that supplies electricity to the grid.	Displacement of electricity that would be provided to the grid by more-GHG-intensive means.
	Large scale hydro (dam), such as construction and operation of a new hydropower station that supplies electricity to the grid.	Displacement of electricity that would be provided to the grid by more-GHG-intensive means.
	Large scale solar (grid connected), such as construction and operation of a new solar power station that supplies electricity to the grid.	Displacement of electricity that would be provided to the grid by more-GHG-intensive means.
Forestry & land-use (including agriculture)	Change of rice cultivation practice at rice farm; Use of a genetically distinct type of seed for crops that will utilise nitrogen more efficiently.	Methane emission avoidance through reduced anaerobic decomposition of organic matter in rice cropping soils; Avoidance of N2O emissions from agricultural activity by reducing the amount of fertiliser used by the crop.
	REDD+ projects such as afforestation / reforestation of lands other than wetlands.	CO2 removal by increasing carbon stocks in the following pools: above-ground biomass, below-ground biomass, optionally deadwood, litter and soil organic carbon.

Non-Eligible Offset Project Types		
Project Type	Typical Project	GHG Mitigation Action
Nuclear energy	Construction and operation of new nuclear energy station that supplies electricity to the grid.	Displacement of electricity that would be provided to the grid by more-GHG-intensive means.
Fuel switching	Switching from coal or petroleum fuel to natural gas in the generation of heat for industrial processes.	Reduction of GHG emissions by switching from carbon-intensive to a less-carbon-intensive fuel in the generation of heat.
Industrial gases (HFC & N₂O)	HFC-23 from HCFC-22 production, for example by capturing and decompose HFC-23 formed in the production of HCFC-22.	Instead of venting into the atmosphere, HFC-23 is decomposed using fossil fuel in a decomposition facility, resulting in CO ₂ emissions.
	N ₂ O from adipic acid production, for example by installing catalytic or thermal N ₂ O destruction at an existing adipic acid production plant.	Instead of venting into the atmosphere, N ₂ O is decomposed using fossil fuel in a decomposition facility, resulting in CO ₂ emissions.
	N ₂ O from nitric acid production, for example by introducing N ₂ O abatement measures in nitric acid plants.	Instead of venting into the atmosphere, N ₂ O is destroyed.
Coal mine methane	Capture and destruction and/or use of coal bed methane, ventilation air methane or coal mine methane from new, existing or abandoned coal mine(s)	Destruction of methane emissions and displacement of more-GHG-intensive service.

Appendix II - Procurement Guidelines

In order to facilitate the offsetting procurement process, the Offsetting Guidance Document is introducing indicative procurement guidelines, which can be used in Request for Proposals. Airports can adjust the contents and wording of these guidelines in accordance to their needs, conditions, legal provisions, etc.

5.1 Introduction and purpose of the Request for Proposal (RfP)

With this RFP [airport] requests information regarding your company and its products/services. The same information will be obtained from different companies and will be used to determine preferred suppliers.

5.2 Background

[Airport] has achieved / aspires to achieve carbon neutrality and Level 3+ under the *Airport Carbon Accreditation* programme. [Airport] would like to secure a supply of carbon offsets for the next [x] years / enter into an agreement for a specified period with the possibility of extension / secure a one-time supply.

① *Better pricing may be achieved through an engagement in a supply contract for multiple years. Also consider pooling offset demand with other airports.*

5.3 Volume

Suppliers are asked to quote on the basis that [airport's] carbon offset requirements will be around [x] tCO_{2e} each year. This figure is based upon actual emissions between [Date] and [Date]. Actual requirements may vary, based upon energy and fuel use during [Year] as well as variation in the carbon intensity of energy and fuel used.

5.4 Prices

[Airport] is willing to purchase carbon offsets from one or more offset projects, however the requirements below apply to all elements of a potential blend. The average, or blended, price point must be less than [X] per tCO_{2e}.

5.5 Quality Criteria

Offsets proposed must comply with all of the following quality criteria to ensure environmental and social integrity:

Mandatory Quality Criteria	
Criterion	Description
Additionality	The offset project and resulting emission reductions would not have occurred in the absence of an offset project and the revenue from selling offsets.
MRV	Emission reductions are <u>M</u> onitored, <u>R</u> eported, and <u>V</u> erified; therefore they are real and measurable.
Permanence	Emission reductions are permanent and irreversible.
Leakage	The offset project does not cause higher greenhouse gas (GHG) emissions or lower GHG mitigation outside of the project boundary.
Ownership	A robust accounting system prevents double counting and double claiming of offsets.
No harm	The offset project should not cause any negative environmental or social externalities.

Suppliers should provide all relevant documents to demonstrate compliance of offset(s) offered with these quality criteria. These include the project design document, monitoring reports and host country approval letter, if available. The supplier must ensure that emission reductions are not counted more than once (e.g., towards domestic emissions reduction targets).

5.6 Offset programmes

Offsets must be independently verified under one of the following offset programmes:

- Clean Development Mechanism
- Verified Carbon Standard
- Gold Standard
- Climate Action Reserve
- American Carbon Registry

Suppliers are invited to point out any additional certification, such as the Climate, Community & Biodiversity Standards (CCBS) and Social Carbon (SC) labels.

Suppliers may propose high quality offsets from any new domestic offset programme that adheres to the quality requirements and applies the same procedures and methodologies as one of the eligible offset programme. The supplier shall provide relevant evidence.

5.7 Project types

When selecting offsets, suppliers shall take into consideration that the following offsetting project types are not eligible under *Airport Carbon Accreditation*:

- Nuclear energy
- Fuel switching
- Industrial gases (HFC & N₂O)
- Coal mine methane

Furthermore, the table below lists projects with medium and higher confidence of compliance with the offsetting quality criteria. [Airport] will purchase offsets from projects that meet all the quality criteria. Offset suppliers shall provide evidence (e.g., project design documents, monitoring reports) that the proposed project is of high quality.

Medium Confidence	Higher Confidence
<ul style="list-style-type: none"> ➤ Industry efficiency (including waste heat/gas recovery & blended cement) ➤ Transport ➤ Large-scale conventional renewables (wind, hydro - dam, solar – grid-connected) ➤ Forestry and land-use (including agriculture) 	<ul style="list-style-type: none"> ➤ Efficient lighting ➤ Biogas ➤ Methane from landfills ➤ Small solar (off-grid) ➤ Small hydro (run-of-river) ➤ Geothermal ➤ Biomass ➤ Cookstoves

① *Airports may decide to list preferred project types. Airports may also consider sourcing offsets from more than one offset project to set up a portfolio with projects from different project locations and project types.*

5.8 Co-benefits

[Airport] prefers offsets from projects, which offer co-benefits and contribute to one or several of the United Nations Sustainable Development Goals (SDGs). Details of these benefits should be provided in the proposal pointing out how the project contributes to the achievement of the SDGs.

① *Environmental and social integrity are mandatory quality criteria. Co-benefits are optional but can form a strategic fit with the airport’s objectives and improve external perception. Descriptions of the SDGs are available on the relevant United Nations website.*

<https://www.un.org/sustainabledevelopment/sustainable-development-goals/>

5.9 Project location

[Airport] prefers offsets from projects that are located in the following regions/countries/provinces:

- [Region/country/province]

① *Preferred project locations may be listed if preferences exist. The positive impact of co-benefits may be stronger if the offset project is hosted in a least developed country, at a community near the airport, etc.*

5.10 Vintage

[Airport] prefers to obtain more recent offsets. Offsets greater than 5 years in age should not be proposed. Offset projects with a registration date earlier than 2013 will not be considered.

① *For additional assurance, airports may shorten the suggested timeframe further.*

5.11 Registry

Offsets must be retired on a public register in the name of [Airport]. Suppliers are asked to provide a link to the registry where projects are listed.

5.12 Company information

Suppliers are requested to provide the following information:

- Company name, registration number, address, web page
- Company locations
- Number of years in the market
- Experience in this field and references
- Supporting documentation and information regarding proposed offset projects and evidence for environmental and social integrity of emission reductions



Programme Administrator



Help Desk

aca@wsp.com

+44 845 868 2708

www.airportcarbonaccreditation.org

www.airportco2.org

