

CRC ENERGY EFFICIENCY SCHEME

7 STEPS TO COMPLIANCE

GREENSTONE CARBON MANAGEMENT

Greenstone Carbon Management is a specialist carbon solutions company that works in partnership with major commercial and public sector organisations to help measure, manage and mitigate their carbon emissions. Greenstone's proposition comprises both consulting advice and access to its enterprise carbon management software [Acco₂unt](#).






Greenstone's unique [Acco₂unt](#) software provides organisations with robust carbon management and accounting. It enables organisations to measure, manage, plan, store and report emission data, track performance on their carbon footprint at multiple organisational levels and to accurately model carbon footprint reduction strategies. [Acco₂unt](#) can significantly reduce the burden of auditing and reporting for compliance purposes, for stakeholders and customers. A comprehensive list of emission sources is included in the software's calculation covering energy, travel and transport, IT, waste, and water.

The CRC Energy Efficiency Scheme requires professional measurement and management of participant organisations' emissions and the relative financial impacts. [Acco₂unt](#) is ideally suited to deliver the necessary rigour, auditability and reporting to enable cost efficient compliance.

STEPS TO COMPLIANCE


- + **QUALIFICATION**
- + **INFORMATION DISCLOSURE FOR NON-PARTICIPANTS**
- + **REGISTRATION FOR FULL PARTICIPATION**
- + **CALCULATION OF CRC EMISSIONS**
- + **REPORTING CRC EMISSIONS AND EVIDENCE PACK**
- + **LEAGUE TABLE FACTORS**
- + **FORECASTING CRC EMISSIONS AND PURCHASE OF ALLOWANCES**

QUALIFICATION

ACTION	DETAILS	REQUIRED BY CRC	AVAILABLE NOW IN ACCO ₂ UNT
<p>CREATE a CRC organisational structure</p>	<ul style="list-style-type: none"> All sites identified as being the organisation's responsibility under CRC can be added to a CRC - specific view Key factors for identifying sites to include are: <ul style="list-style-type: none"> + Who is counterparty to energy supply contract + Does the organisation have a majority interest in any subsidiaries included + Are any subsidiaries joint ventures + Are there any franchises The structure can be created up to reflect the organisational structure relevant for CRC reporting purposes 	<p>04.2010</p>	
<p>UPLOAD electricity data for 2008</p>	<ul style="list-style-type: none"> Electricity data can be uploaded using the normal procedures: <ul style="list-style-type: none"> + Direct integration with energy management or other systems + Spreadsheet uploads (based on Greenstone templates) + Manual data entry via the Acco₂unt interface 	<p>04.2010</p>	
<p>IDENTIFY the site / office that is responsible for all reporting</p> <p>Identify the organisation structure and highest UK parent</p>	<ul style="list-style-type: none"> The highest UK parent will be responsible for all reporting This can be identified from the organisational structure, and seen in the View Management section of Acco₂unt. 	<p>04.2010</p> <p>04.2010</p>	
<p>IDENTIFY all electricity consumption through HHM in 2008</p>	<ul style="list-style-type: none"> A report can be generated detailing all consumption via HHMs in 2008. The standard Registration Report also contains this information 	<p>04.2010</p>	
<p>CREATE different organisational views for different Significant Group Undertakings (SGUs)</p>	<ul style="list-style-type: none"> Multiple CRC Views can be created, so a separate view comprising all sites belonging to each SGU can be created, in addition to an overall CRC view including all SGUs and other relevant sites. 	<p>04.2010</p>	


INFORMATION


DISCLOSURE FOR NON-PARTICIPANTS

ACTION	DETAILS	REQUIRED BY CRC
<p>GENERATE Information Disclosure report</p>	<ul style="list-style-type: none"> • A standard report template will be provided • All necessary quantitative information will be gathered from Acco₂unt • This information can then be easily inputted into the Environment Agency system 	<p>04.2010 - 09.2010</p> 

REGISTRATION

FOR FULL PARTICIPATION

ACTION	DETAILS	REQUIRED BY CRC
<p>NOTE the name of the person responsible for CRC in the organisation</p>	<ul style="list-style-type: none"> • A field will be provided in the CRC tab of the Compliance section of Acco₂unt 	<p>04.2010 - 09.2010</p> 

<p>GENERATE report for participating organisations</p>	<ul style="list-style-type: none"> • A standard Registration Report template will be provided • All necessary quantitative information will be gathered from Acco₂unt • This can be easily inputted into the Environment Agency system • A standard list of all meter numbers will also be available in text file format 	<p>04.2010 - 09.2010</p> 
---	---	---

CALCULATION





OF CRC EMISSIONS

ACTION	DETAILS	REQUIRED BY CRC	AVAILABLE NOW IN ACCO ₂ UNT
<p>GATHER and upload data for each CRC emission source</p>	<ul style="list-style-type: none"> All CRC data can be uploaded using the following methods: <ul style="list-style-type: none"> + Direct integration with energy management or other systems + Spreadsheet uploads (based on Greenstone templates) + Manual data entry via the Acco₂unt interface 	04.2010	AVAILABLE NOW IN ACCO ₂ UNT
<p>ESTIMATE CRC carbon emissions according to the Defra emission factors</p>	<ul style="list-style-type: none"> An estimate of the likely CRC emissions arising from current consumption levels is provided by selecting the CRC View and Defra 2008 methodology in the Analysis/Emissions Analysis section in Acco₂unt. 	-	AVAILABLE NOW IN ACCO ₂ UNT
<p>APPLY a 10% uplift to estimated energy data</p>	<ul style="list-style-type: none"> Acco₂unt will automatically calculate and apply a 10% uplift to any emission source for which estimated data has been added covering more than 6 months in any compliance year The uplift will be applied to CRC reports 	04.2011	AVAILABLE IN ACCO ₂ UNT APRIL 2010 *
<p>NOTE different types of energy meter e.g. AMR, Profile S-8 etc</p>	<ul style="list-style-type: none"> Emissions and consumption will be broken down according to meter type. 	04.2010	AVAILABLE NOW IN ACCO ₂ UNT
<p>CALCULATE carbon emissions using the CRC methodology</p>	<ul style="list-style-type: none"> CRC specific emission factors will be available to select as a separate methodology in addition to Defra and GHG protocol. 	04.2011	AVAILABLE NOW IN ACCO ₂ UNT

* Subject to DECC report publishing.

REPORTING




CRC EMISSIONS AND EVIDENCE PACK

ACTION	DETAILS	REQUIRED BY CRC	
<p>CREATE</p> <p>overviews of CRC emissions across the organisation, both for 100% and 90% of the total emissions</p>	<ul style="list-style-type: none"> Using the Tagging functionality it is possible to label all sites included in the CRC emissions. A comparison of these nodes can be created in Analysis/Comparative Analysis Sorting the sites by size of emissions will enable the user to identify the minimum number of sites making up 90% of the total footprint Once identified, a new CRC view can be created including only those sites making up 90% of the footprint 	<p>04.2011</p>	
<p>CREATE</p> <p>separate overviews of CRC emissions from SGUs</p>	<ul style="list-style-type: none"> If SGU-specific CRC Views are created, these will enable the user to view only emissions arising from sites included in that SGU 	<p>04.2011</p>	
<p>GENERATE</p> <p>CRC footprint report</p>	<ul style="list-style-type: none"> A template will be provided including all necessary quantitative information for submission to the Environment Agency online system 	<p>07.2011</p>	
<p>GENERATE</p> <p>CRC evidence pack for reference during audit process</p>	<ul style="list-style-type: none"> Qualitative information can be added alongside any data input into Acco₂unt This will include the location of all supporting documents Can be included in the CRC reports if required* A full audit trail of all data added to the system will be provided showing which data was added or edited at what time by which user Details of any Special Events can be added as qualitative notes It is also possible to record changes in details of any site by creating a new instance of that node 	<p>07.2011</p>	

* Subject to DECC / EA publishing the report format.




LEAGUE

TABLE FACTORS

ACTION	DETAILS	REQUIRED BY CRC	
<p>MONITOR level of Early Action Metrics achieved (Carbon Trust Standard or similar accreditation; extent of consumption covered by voluntary automatic metering)</p>	<ul style="list-style-type: none"> Information can be added to the Management Actions section of the strategy section in Acco₂unt. 	04.2010	
<p>MONITOR Growth Metric</p>	<ul style="list-style-type: none"> Normalisation of CRC emissions according to the appropriate growth metric can be achieved through the Input Normalisation data functionality 	04.2011	
<p>MONITOR absolute reduction in emissions (Absolute Metric)</p>	<ul style="list-style-type: none"> Absolute reduction in emissions will be visible in the CRC Overview dashboard Cumulative emissions will also be displayed 	04.2011	

FORECASTING

CRC EMISSIONS AND PURCHASE OF ALLOWANCES

ACTION	DETAILS	REQUIRED BY CRC	
<p>FORECAST emissions for the coming reporting year</p>	<ul style="list-style-type: none"> The user will be able to forecast their likely CRC emissions for the subsequent year in the CRC section of Acco₂unt. Forecast will be based on: <ul style="list-style-type: none"> + Past performance + Influencing factors such as degree days + Expected business growth + Influence of planned initiatives 	04.2011	
<p>RECORD the amount of allowances purchased</p>	<ul style="list-style-type: none"> Allowances purchased and amount remaining will be monitored in the CRC overview section of Acco₂unt. 	04.2011	
<p>MONITOR progress of cumulative emissions against the number of allowances purchased</p>	<ul style="list-style-type: none"> The CRC Overview page will display the cumulative emissions and remaining allowances on a monthly basis 	04.2011	

CRC BENEFITS



For an Acco2unt demo or for more information email info@greenstonecarbon.com, phone 020 3031 4000, or visit www.greenstonecarbon.com

Acco2unt will enable our clients to meet their CRC measurement and reporting requirements.

- **Organisational scope:** The ability to view carbon emissions according to different organisational 'views' will provide clients with a CRC specific carbon calculation.
- **Auditable data:** Acco2unt provides a transparent and auditable view of data uploaded to the system.
- **Accurate calculation:** All carbon emission calculations are processed automatically by Acco2unt according to the appropriate CRC emission factor, removing manual processes and reducing the margin of error.
- **CRC reporting:** A standard CRC report template will be created in Acco2unt, providing clients with all information required for submission to the Environment Agency.
- **CRC evidence pack:** Clients will be able to record and store files associated with their CRC evidence pack.

