Carbon Auditing Professional Training Program

This training program is designed to provide attendees the background knowledge, fundamentals, guidance, and tools for successful carbon auditing and management. Over two days, our professional instructor will help you understand a global problem, identify opportunities for GHG reduction, and apply practical strategies that will improve your company’s bottom line and help impact climate change.

This program is ideal for energy professionals who wish to help their organization realize the additional benefits of GHG reduction, including cost avoidance, risk reduction, competitiveness, productivity and operations, shareholder value, community outreach, and branding.

What Will You Learn?
- Global trends on GHGs.
- Kyoto Protocol and beyond; GHG legislative & reporting requirements.
- Guidance documents, processes, and tools.
- Carbon footprint measurement.
- Best practices for GHG Auditor; energy and carbon reduction strategies.
- Practical strategies to reduce carbon footprint; recycling, green energy and carbon trading.
- Economics of GHG reduction; carbon credits and trading terminology.
- Financing and marketing GHG reduction projects.

At-a-Glance
- This training program prepares attendees to take the Carbon Auditing Professional (CAP) exam.
- This program is held over 2 days.
- You earn 1.7 CEU | 17 PDH | 3.4 AEE Credits for completing this program.

Key Takeaways
- Work through practical examples to demonstrate the topics and procedures covered.
- Review the various areas of the Body of Knowledge associated with AEE’s certification exam.
- Discuss how to apply what you have learned to your business and applications.
- Leave with a course workbook that will become an invaluable desk reference.

Registration
Course schedules, venue, dates, cost, eligibility, contact for details and registration information are available at education.aeecenter.org/cap
Carbon Auditing Professional Training Program

Who Should Attend
This course is designed to help energy professionals, including energy managers, energy engineers, facility and business managers, industrial engineers, supply chain professionals, utility officials, consultants, contractors, financial officers, and energy service company professionals become more aware of and effective at identifying and implementing the best GHG reduction strategies. This mix of energy professionals and the learning environment also provides attendees an excellent opportunity for peer-to-peer learning and networking.

This program is also ideal for young energy professionals who wish to help their organization realize the additional benefits of GHG reduction, including cost avoidance, risk reduction, competitiveness, productivity and operations, shareholder value, community outreach, and branding.

Our Instructors
The CAP live program is taught by multiple instructors, each with greater than 20 years of experience in the industry. They present the latest practices, strategies, and theories, while leading discussions in an open, interactive environment. You also spend valuable time connecting with and learning from other program attendees. In each topic covered, the instructors focus on the most “useful” and “proven” activities that you should pursue to improve profits.

Certification Eligibility
The prerequisites to qualify for the certification process take into account the diverse education and experience applicants may have. Each candidate must meet the required criteria at aeecenter.org/cap

Accreditation and Recognition
The Certified Auditing Professional (CAP) accreditation is one of the most globally respected in the field of carbon auditing, management and reduction. Since 2008, energy professionals have participated in AEE’s approved CAP and CRM training programs.
Carbon Auditing Professional Training Program

Agenda

Overview
- Program Compass - Reduction Process
- Global Trends
- Marketing Oriented Motivators
- Introduction to Kyoto and Beyond
- Basic Principles and Terminology
- What to Report On?
  - Emissions Reporting Guidelines
  - Guidance Documents, Processes and Tools
  - Best Practices for GHG Auditor.

Carbon Footprint Measurement and Reporting
- Organizational Boundaries
- Energy Management to Emissions
- Indirect Emissions
- Local Conditions & Regulations
- Formats, Programs and Software for Emissions Management
- GHG Protocol Methodology
- Carbon Reduction Reporting Software
  - The Climate Registry

BEST Practices for Setting up GHG Program
- Management Support
- GHG Team
- Get Data
- Assess Risks and Opportunities
- Action Plan
- GHG Logbook
- GHG Quality Management Program

Carbon Audit Exercises

Practical Strategies and Tactics to Reduce Carbon Footprint
- Resources for Building it “Right”
  - ASHRAE/IES 2016 Energy Standard, USGBC LEED
  - Energy Efficiency and Management
  - Energy Procurement and Green Power
  - Power-Purchase Agreements for Renewables
  - Renewable and Other Sustainable Technologies
  - Tax Benefits and Risks
  - Reduce, Reuse, Recycling Practices and Waste Minimization

Recycling, Green Energy and Carbon Trading
- Recycling for Profits
- Planning for Sustainability
- Buying Energy and Green Power
- Emission Regulation Approach
  - Cap-and-Trade
  - Carbon Offset Market
- CDM (Clean Development Mechanism) Process
  - Traded Offsets
  - Emissions Trading (ET)
  - Project Resources
  - Renewable Energy Credits (RECs)
  - Green Tags and White Certificates
  - Fleet Management

Financing, Selling and Approving Your Program
- Big Reasons Why Green Projects Fail… and How to Overcome Them
- Financing For Positive Cash Flow
- How to quantify all the benefits and help your organization improve its “environmental image”.
  - Marketing Tactics to Help Your “Green” Project Get Approved.
    - Evaluations: NPV, ROI, SIR, etc.
    - WIIFM = “What’s in it for Me”
      - Tools for Selling to the “C” Level
      - Awareness of Energy/Carbon Issues
      - Empowerment

Economic Analysis and Life Cycle Costing
- Annuity (A)
- Depreciation
- Future Value (F)
- Internal Rate of Return (IRR)
- Minimum Acceptable Rate of Return (MARR)
- Net Present Value (NPV)
- Present Value (P)
- Simple Payback (SPB)
- Salvage Value

CAP Body of Knowledge and Worked Examples

Section L – South African Carbon Tax