ICROA Accreditation Programme Overview
IETA Members

Version 2.0

March 2023
Eligibility
The programme is open to any VCM organisations who provide a voluntary carbon offsetting service and demonstrate compliance with the ICROA Code of Best Practice (the Code).

Application Process
1. **Expression of Interest.** After reviewing the Programme Guide and confirming compliance with the eligibility criteria in the Code, please contact the Programme Coordinator, Franco D’Aprile (dapril@ieta.org) to set up the Application Form for your organisation. Access to the form is confidential and limited to your organisation, the IETA Secretariat, and the designated third-party compliance auditor. The Application Form includes the Programme’s Terms and Conditions.

2. **Application.** Complete the Application Form. The auditor will review your responses and may request additional information before providing a recommendation to the Secretariat on your eligibility for the audit. You will be notified of the results of the application by the Programme Coordinator.

3. **Third-Party Audit.** If you successfully pass the application, you will be invited to complete the Audit Form. The auditor will review your responses and may request additional information before providing a recommendation to the Secretariat. You will be notified of the results of the third-party audit, and if successful, you will become an ICROA Accredited Organisation and given the Accreditation Label with instructions for use.

4. **Continuous Improvement.** The audit must be successfully passed each year to maintain the accreditation.

Programme Fees
Programme fees\(^1\) are shown in the table below. The Accreditation Fee is scaled based on company size.

<table>
<thead>
<tr>
<th>Fee</th>
<th>Org Size</th>
<th>Rate</th>
<th>Description</th>
<th>Timing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee [one-time]</td>
<td>N/A</td>
<td>CHF 1,000</td>
<td>Administration charge to set up new applicants. Once off charge</td>
<td>Invoiced after the completion of the application process <em>if result is unsuccessful.</em></td>
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<tr>
<td>Audit Fee</td>
<td>N/A</td>
<td>CHF 3,000</td>
<td>Fee for the administration of the annual audit by third party compliance auditors. Annual charge</td>
<td>Invoiced <em>(together with the Application Fee)</em> and <em>must be paid before beginning the audit.</em></td>
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<tr>
<td>ICROA Accreditation Fee (for IETA members)</td>
<td>Large</td>
<td>CHF 15,450</td>
<td>Fee for the Accreditation Programme administration and use of the Accreditation label.</td>
<td>Invoiced after the successful completion of the audit and <em>must be paid in order to receive the official results and Accreditation Label.</em></td>
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<tr>
<td></td>
<td>Medium</td>
<td>CHF 10,300</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Small</td>
<td>CHF 5,150</td>
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</tbody>
</table>

\(^1\) Fees are subject to annual increases.