# ICROA Accreditation

Thank you for your interest in ICROA. ICROA is a non-profit industry body housed within IETA promoting best practice in voluntary carbon management and offsetting.

## ICROA Accreditation: Application Process

1. IETA Membership is a prerequisite to joining ICROA.
2. Once confirmed as an IETA member, the second step is to fill out an online ICROA application form, to ensure alignment with ICROA's eligibility criteria. **A public version of the application form is available here.** To set up the form for your organization, please contact the ICROA Secretariat at diemert@ieta.org. Access to the form is confidential and limited to your organization, the ICROA Secretariat and its designated quality assurance third party auditor, ClimateCHECK.
3. When your application is complete, please email ClimateCHECK at lm@climate-check.com. The ICROA Secretariat and ClimateCHECK will review the information and contact you.
4. The next and final step is to undergo a third party audit to ensure full compliance with the ICROA Code of Best Practice. **A public version of the audit report that needs to be submitted is available here.** If the audit is successful, the organization becomes fully accredited by ICROA and may use the Accreditation Label.
5. The audit must be successfully passed every year to confirm the Accreditation.

## ICROA Fee Structure

The ICROA fee for accredited organizations is assessed on a sliding scale linked to company size, using IETA's standard categories:

| TIER SIZE | DESCRIPTION | ANNUAL PRICE |
| --- | --- | --- |
| Large Organization | 251 employees or more | 15,000 CHF |
| Medium Organization | Between 51 and 250 employees. Also applies to large organizations headquartered in a non-OECD country | 10,000 CHF |
| Small Organization | 50 employees or less | 5,000 CHF |

*The fee is calculated on a calendar year basis and is payable pro rata from the beginning of the quarter immediately preceding the date of application for organizations joining during the course of any year. The fee is due after validation of the application form and before the start of the accreditation audit process.*

**Third party auditor fee:** In addition to the ICROA fee, ICROA passes on the annual 3,000 USD third party auditor fee to each (re)accrediting organization. A 1,000 USD one-off onboarding fee also applies to new organizations which are audited for the first time.