***Airport Carbon Accreditation* Communication**

Communication No:	4 of 2026
To:	*Airport Carbon Accreditation* Active & Prospect Verifiers, Airports, Stakeholders
Subject:	Updated Verifier Examination Requirements & Eligibility
Date:	22 June 2026

1. Introduction

Following the launch of the *Airport Carbon Accreditation Level Requirements Edition 1.0* documents which came into effect on 15 May 2026, this Communication is to inform *Airport Carbon Accreditation* approved verifiers and any prospect verifiers regarding the examination requirements to retain/obtain approved verifier status.

2. *Airport Carbon Accreditation* Approved Verifiers

a. In line with section 2.8 of the *Airport Carbon Accreditation Verifier Requirements Edition 1.0*, all active verifiers are required to sit a new examination. **From 1 October 2026, only verifiers who have passed the new examination will be eligible to verify airports' applications.** During the transition period up to 30 September 2026, *Airport Carbon Accreditation* approved verifiers may continue to conduct verifications (always under the *Verifier Requirements Edition 1.0)* noting item c below.

b. *Airport Carbon Accreditation* approved verifiers can proceed with scheduling their examination through the link that they received via email with this Communication.* The first attempt to pass the exam is free of charge. Any subsequent attempts carry a fee. For the 2nd and 3rd attempts the verifier will be required to complete the application form in the ACA Portal.

c. In case the verifier fails to pass the exam with the first attempt, they will not be eligible to verify applications until they pass it.

d. *Airport Carbon Accreditation* approved verifiers are strongly encouraged to take the exam at the earliest possible date. Examination slots are available daily, including weekends, around the clock.

3. Prospect Verifiers

a. Prospect verifiers (i.e., individuals seeking to become *Airport Carbon Accreditation* approved verifiers for the first time or verifiers whose validity has lapsed) should start the process by submitting the form in the ACA Portal.*

b. All relevant requirements of the "How To Become an Airport Carbon Accreditation Verifier" Section from the *Airport Carbon Accreditation Verifier Requirements Edition 1.0* apply.

c. Prospect verifiers are strongly encouraged to take the exam at the earliest possible date. Examination slots are available daily, including weekends, around the clock.

4. Resources

a. The material to be tested includes all *Airport Carbon Accreditation Level Requirements,* Verifier Requirements, Carbon Offset Requirements and other programme requirements (e.g., Communications) as well as general greenhouse gas and verification background knowledge. All updated programme documents are available here.

* Available as of Thursday, 25 June 2026.

b. To support verifiers, four new webinars have been developed. The first webinar covers general verification information applicable to all *Airport Carbon Accreditation* Verifiers. Three level-specific webinars are also available covering Levels 1 to 3+, Levels 4/4+, and Level 5. Airport representatives and other stakeholders are also strongly encouraged to attend these webinars. The webinars are available here.

5. Examination Process

a. Once the examination has been completed, the outcome shall be reviewed:
   i. If a score of 90% or above is achieved, the examination has been passed, and the verifier's record will reflect an active status, marking the successful completion of the process and the start of the 2-year certification validity.
   ii. If a score of less than 90% is achieved, the examination has been failed, and the verifier's record (where approved) will reflect a non-active status.
b. Additional attempts to take the exam can be made, in line with the time restrictions mentioned in the Verifier Requirements.
c. Examinations shall be multiple choice and delivered through the Classmarker application. Duration may range between 30-40 minutes and the number of questions from 30-40 depending on the examination Level (i.e. Level 1-3+, Level 4/4+ or Level 5).
d. Level 4/4+ and Level 5 examination questions will also include material from the earlier levels of *Airport Carbon Accreditation*.

6. Fees

The following fees apply noting the provisions of 2.b.

	Levels 1-3+	Levels 4/4+	Level 5
Exam	€500	€250	€250
Additional Attempts	€250	€250	€250

For any questions, please contact the Airport Carbon Accreditation Helpdesk at aca@environmental-minds.com