SE 2050 Program Requirements

The SE 2050 Commitment entails three primary requirements:

1. **Upon joining:** Commitment Letter from Firm Leadership
2. **Within six months and annually:** Embodied Carbon Action Plan (ECAP)
3. **Within one year and annually:** Submit data to SE 2050 project database

Each of the above requirements are further detailed in the [SE 2050 Program Guidance document](https://se2050.org). Below is a summary of the second requirement, which warrants more attention because it sets forth the first set of actions that a firm must take in the Commitment Program.

**Embodied Carbon Action Plan (ECAP) Annual Requirements:**

1. **Education - Understanding the problem and our role in a solution**
   - Distribute firm-wide announcement of your firm’s pledge to join the SE 2050 Commitment.
   - Provide a brief narrative describing how your firm is promoting a firm-wide education program for embodied carbon reduction and the firm’s commitment to SE 2050.
   - Nominate an Embodied Carbon Reduction Champion for your firm.
   - Set a date within the first year to present the “Embodied Carbon 101” webinar to your firm. Include this resource into your orientation/on-boarding programs.
   - Minimum (1) additional elective to educate your firm about embodied carbon and a narrative of its significance.*

2. **Create a Reporting Plan - Measuring to Manage**
   - Provide a narrative on how your firm plans to measure, track, and report embodied carbon.
   - Describe the internal training for embodied carbon measurement you provided or will provide.
   - Submit project data to the SE 2050 database. See Guidance Document for details.

3. **Embodied Carbon Reduction Strategies - Making a plan to implement**
   - Set an embodied carbon reduction goal for the coming year and an implementation narrative. Qualitative goals focused on education are appropriate for the first year.
   - For second year’s ECAP and beyond, provide a narrative about what you have learned about embodied carbon reduction in the past year. Describe successes and misses to help the program improve.
   - Minimum (1) additional elective you undertook to reduce embodied carbon in your designs, why you chose the elective and its significance.*

4. **Advocacy - Building a culture to bring change to the AEC industry**
   - Provide a narrative about how you plan to share knowledge and data to accelerate adoption of embodied carbon reduction.
   - Describe what SE 2050 is to clients. At your option, attach any associated marketing materials.
   - Declare your firm as a member of the SE 2050 Commitment on boilerplate proposal language.

*Firm may choose from an elective list in the SE 2050 Program Guidance Document at se2050.org or develop and document actions that are most appropriate to the firm. 

*VERSION 2020.0*