**GHG Software Program**
**Important Terms and Conditions**

*Technical report*
*The technical report includes:*

- *a description of the activities undertaken by GHGMI during the review process*
- *the complete software evaluation checklist with GHGMI's observations*
- *general comments and observations about on the software and its deployment as experienced by GHGMI.*

*The technical report is written for the software vendor and is delivered to the vendor at the end of the review process.*

*GHGMI does not have the right to use or disseminate the report unless explicitly authorized by the vendor.*

*The software provider may:*

- *use the report within its organization freely.*
- *use the report externally with customers, potential customers or other stakeholders. When using the report externally, vendors may not make any edits or changes to the report.*

*Report summary*
*The report summary highlights the main outcomes of the review and is designed for public dissemination. The publication of the report summary entails the following steps:*

1. *GHGMI drafts a summary of the technical report and shares is with the software vendor*
2. *If desired, the software vendor provides comments and feedback to GHGMI*
3. *GHGMI reviews the comments received by the vendor and, where appropriate, edits the summary. GHGMI treats the inputs received from software vendors as suggestions and reserves the right not to accept suggested edits.*
4. *GHGMI shares the final version of the draft summary with the software vendor*
5. *The software vendor authorizes (or denies authorization) the publication of the report summary*
6. *If the vendor authorizes publication, the report is uploaded on GHGMI web site*

*The report summary is public (conditional on agreement of vendor) and may be widely read by users and potential users of GHG software.*

*The vendor can use the report within its organization as pleased.*

*When using the summary report externally with customers, potential customers or other stakeholders, vendors must use the summary as published by GHGMI in its entirety and may not make any edits or changes.*

*Use of GHGMI logo and references*
*When communicating with customers, potential customers, or stakeholders at large, the participants to GHGMI's GHG Software program:*

- *Must reference and link to GHGMI when sharing of the documents produced by GHGMI (report summary or technical report)*
- *Can reference the participation to GHGMI's program, and use GHGMI's logo, in their external communications, providing they meet the requirements below.*

***External Communication, Requirements***
*Michael, you may want to add a short introduction here explaining the rational and concern here. I think it is way more efficient and effective if you write such language directly, rather than me drafting it and then you reviewing it*
*In this section, "shall" designates a requirement for participation in the program; "shall not" designates an action or condition not allowed under the program. "May" designates an action that is optional.*

*When communicating the participation to GHGMI's program software vendors **shall** use the following statement:*
*"[name of software/service] functionalities have been tested and evaluated in accordance with the Greenhouse Gas Management Institute's Limited Software Evaluation Test Protocol."*

*Software providers **may** add: "The results of the Greenhouse Gas Management Institute's Limited Software Evaluation Test Protocol are available here [link to GHGMI page]" or if added immediately after the above statement, "The results of the review are available here [link to GHGMI page]."*

*Software providers must maintain international business ethical standards in any reference to Greenhouse Gas Management Institute. Specifically when referencing GHGMI, GHGMI's program, the GHGMI Limited Software Evaluation Test Protocol, GHGMI technical report or GHGMI summary report, software providers **shall not:***

- *Disparage any other software provider, any third party or any third party product*
- *Attribute claims beyond what is stated in the GHGMI technical report or GHGMI summary report. E.g. do not say that your organization or product has been 'accredited by GHGMI' or 'has reached the highest level of certification provided by GHGMI'*
- *Express any warranty, guarantee or assertion of fitness for use beyond what, if any, is stated in the GHGMI technical report or GHGMI summary report. E.g. do not claim that GHGMI's review extends to software functionalities specifically designed for product life cycle or corporate value chain inventories*
- *Give the impression in any context that GHGMI's review is a product certifications or product guarantee. E.g. when including a reference to GHGMI's review in product related information, used in marketing or advertising materials, do not do so in such a way that GHGMI's review may be interpreted as being a product certification or product guarantee*
- *Adapt or modify GHGMI's logo*

*For additional information about the terms and conditions of the GHMI's GHG software Program, to provide feedback or to report abuse, please contact …*

*To report potential abuse please contact: …*