

The RCP Job Carbon Report: Template, Fields, and Example Values

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The RCP Job Carbon Report is the output document restoration contractors provide to commercial clients for their Scope 3 ESG disclosures. It is designed to be completed at job close-out using data captured during the job — not reconstructed after the fact, not requiring an external consultant. The template below defines each field and provides example values from a Category 2, Class 3 water damage job at a commercial office building.

Section 1: Job Identification

Contractor name | Job ID | Client name | Property address | Job type | Damage classification | Affected area (sq ft) | Job start date | Job completion date |
Reporting standard: “Restoration Carbon Protocol v1.0, GHG Protocol Corporate Value Chain Standard”

Example: Acme Restoration LLC | JOB-2026-04847 | Westfield Properties Inc. |
1200 Commerce Blvd, Sacramento CA | Water Damage Mitigation | Category 2,
Class 3 | 2,400 sq ft | 2026-03-14 | 2026-03-22

Section 2: Emissions Summary

Total Job Emissions: 1.84 tCO₂e | Category 1 (Materials): 0.09 tCO₂e | Category 4 (Transportation): 0.89 tCO₂e | Category 5 (Waste): 0.70 tCO₂e | Category 12 (Demolished materials): 0.16 tCO₂e

Section 3: Category 4 — Transportation Calculation

2 light trucks × 47 mi round trip × 4 trips = 376 vehicle-miles → 376 × 0.503 kg CO₂e/mi = 189 kg CO₂e

1 equipment trailer × 47 mi × 2 trips = 94 vehicle-miles → 94 × 1.612 kg CO₂e/mi = 151 kg CO₂e

1 dump truck to landfill × 22 mi × 1 trip → 22 × 2.25 kg CO₂e/mi = 50 kg CO₂e

Equipment power source: building electrical supply (Scope 2 — not included)

Category 4 Subtotal: 390 kg CO₂e = 0.39 tCO₂e

Section 4: Category 1 — Materials Calculation

Antimicrobial treatment: 12 liters × 2.8 kg CO₂e/liter = 34 kg CO₂e

Disposable PPE (18 Tyvek, 36 glove pairs, 24 N95): estimated 45 kg CO₂e (standard rate Cat 2)

Containment materials: 40m poly sheeting → 40 × 0.22 kg CO₂e/m = 9 kg CO₂e

Category 1 Subtotal: 88 kg CO₂e = 0.09 tCO₂e

Section 5: Category 5 — Waste Calculation

C&D debris (wet drywall, flooring): 1.8 tons $\rightarrow 1.8 \times 0.16 \text{ tCO}_2\text{e/ton} = 0.29 \text{ tCO}_2\text{e}$

Disposable PPE and consumables: 0.08 tons $\rightarrow 0.08 \times 0.25 \text{ tCO}_2\text{e/ton} = 0.02 \text{ tCO}_2\text{e}$

Contaminated water: 0 liters (Cat 2, extracted water discharged to building drain — property owner's municipal utility)

Category 5 Subtotal: 0.31 tCO₂e

Section 6: Category 12 — Demolished Materials

Wet drywall removed: 1.0 ton $\rightarrow 1.0 \times 0.16 \text{ tCO}_2\text{e/ton} = 0.16 \text{ tCO}_2\text{e}$

Category 12 Subtotal: 0.16 tCO₂e

Section 7: Data Quality Notes

PPE consumption estimated from standard consumption rate for Category 2, Class 3 commercial job (RCP Table 3A) — actual units not tracked separately on this job. Vehicle mileage from dispatch records. Waste weight from disposal facility receipt dated 2026-03-22. All other data points from primary job records.

Is the RCP Job Carbon Report a legal document?

No. It is a technical emissions report for ESG disclosure purposes, similar to an energy audit report. It does not constitute a regulatory filing or create legal liability beyond standard professional services obligations.

Should the report be signed by the contractor?

A signature with preparer name and date adds credibility and creates a clear chain of responsibility. Not required by the RCP standard but recommended for clients with third-party verified disclosures.

Can the report be provided as a structured data file rather than PDF?

Yes — a CSV or JSON file with the same fields is acceptable and preferred by clients aggregating data across many vendor reports. The RCP will publish a standard data schema for digital delivery as the standard matures.

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Machine-Readable Format: The RCP JSON Record

The PDF or document version of the Job Carbon Report serves the human reader — the ESG manager reviewing vendor data. The machine-readable version serves the system — the ESG platform, the portfolio carbon database, the GRESB submission tool. Both are valid RCP delivery formats. For commercial clients aggregating data across dozens of contractors and hundreds of jobs per year, JSON is strongly preferred.

The RCP Job Carbon Report JSON schema (RCP-JCR-1.0) is published at tygartmedia.com/rcp-json-schema-v1/. The schema defines every field name, data type, and valid value. Contractors who want to deliver RCP data digitally should produce JSON that validates against that schema.

The minimum JSON record for the example job above looks like this — it maps exactly to the seven sections of the document template:

```
{
  "schema_version": "RCP-JCR-1.0",
  "job_identification": {
    "contractor_name": "Acme Restoration LLC",
    "job_id": "JOB-2026-04847",
    "client_name": "Westfield Properties Inc.",
    "property_address": { "street": "1200 Commerce Blvd", "city":
      "Sacramento", "state": "CA", "zip": "95814" },
```

```

    "job_type": "water_damage",
    "damage_category": "2",
    "damage_class": "3",
    "affected_area_sqft": 2400,
    "job_start_date": "2026-03-14",
    "job_completion_date": "2026-03-22",
    "reporting_standard": "Restoration Carbon Protocol v1.0, GHG Protocol
Corporate Value Chain Standard",
    "egrid_subregion": "WECC"
  },
  "emissions_summary": {
    "total_job_emissions_tco2e": 1.84,
    "category_1_materials_tco2e": 0.09,
    "category_4_transportation_tco2e": 0.89,
    "category_5_waste_tco2e": 0.70,
    "category_12_demolished_materials_tco2e": 0.16
  },
  "data_quality": {
    "preparer_name": "Jane Smith",
    "preparer_date": "2026-03-22",
    "primary_data_points": ["waste_weight_manifest"],
    "proxy_data_points": ["vehicle_mileage_estimated",
"ppe_consumption_standard_rate"],
    "notes": "Vehicle mileage from dispatch records. PPE from standard Cat
2/Class 3 rate."
  }
}

```

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How Commercial Clients Receive and Use RCP Data

Understanding how the receiving end processes RCP data helps contractors format and time their delivery correctly. The workflow differs by client type:

GRESB-reporting clients aggregate contractor Scope 3 data annually for their GRESB Real Estate Assessment submission (typically due in July). They need all

vendor data by May or June for the prior calendar year. For these clients, RCP records should be delivered at job close-out and stored — don't wait for the client to request them. The GRESB-ready delivery format is either a structured CSV with standardized column headers or JSON records that their ESG platform (Measurabl, Deepki, Yardi Elevate, Atrius, or similar) ingests directly.

CDP Supply Chain program participants send annual questionnaires to their suppliers requesting Scope 3 data. Restoration contractors who receive a CDP Supply Chain questionnaire from a commercial client should be able to pull RCP records for all jobs at that client's properties during the reporting period and aggregate them into a single portfolio total.

California SB 253 reporters (companies with California revenues over \$1 billion) must report Scope 3 for their 2026 emissions in 2027. Their data collection process is just now being built. Contractors who can deliver machine-readable RCP records position themselves as low-friction vendors in a procurement process that is about to become more carbon-data-intensive.

LEED O+M certified properties may request contractor emissions data as part of their LEED for Operations and Maintenance documentation. The RCP Job Carbon Report maps directly to the third-party contractor energy and emissions data section of the LEED O+M credit requirements.

Delivery Timing and Retention Requirements

The RCP recommends the following delivery and retention standards for Job Carbon Reports:

- **Delivery timing:** Within 30 days of job close-out for standard commercial losses. Within 14 days for jobs over \$100,000 in scope where the client has indicated ESG reporting needs.
- **Record retention:** Contractors should retain all source data (job logs, manifests, GPS records) for a minimum of seven years. ESG disclosures may be subject to third-party verification up to five years after initial reporting.
- **Versioning:** If a Job Carbon Report is corrected after initial delivery (e.g., a waste manifest weight is updated), issue a revised report with a version increment and note documenting what changed and why.
- **Format:** Both PDF and JSON formats are valid. JSON is preferred for clients using ESG data management platforms. Contractors who cannot produce JSON should at minimum deliver a structured CSV using the RCP field names from the schema.

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CONTINUE READING

- [The 12 Data Points Every Job Ticket Needs](#)
- [How to Provide Scope 3 Data to Clients](#)
- [RCP Carbon Avoidance Framework](#)

SEE ALSO

- [RCP JSON Schema v1.0](#)
- [RCP Audit Readiness Guide](#)

- [RCP Proxy Estimation Guide](#)

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