**Background:**

These template specifications are part of a larger resource called the [Embodied Carbon Action Plan (ECAP)](https://www.buildingtransparency.org/programs/ownerscan/ecap/), a resource developed by [Building Transparency](https://www.buildingtransparency.org/) and building owners and developers engaged in the [Owners Carbon Action Network (ownersCAN)](https://www.buildingtransparency.org/programs/ownerscan/). The ownersCAN ECAP is a free, downloadable resource that outlines the steps and actions the building industry can take to understand, account for and reduce embodied carbon emissions of buildings and construction. The ECAP includes downloadable templates for items including an [EPD request letter](https://app.box.com/s/uac5jp5fggoyjqt6wijaafn6imhcs0bz), [RFP language](https://docs.google.com/document/d/1RerDPRxxrdOclQmJoquoXao5dUkMLCD8DHmsZKLjmNs/edit?usp=sharing), [Basis of Design language](https://docs.google.com/document/d/1RrGjVsqoOuK9xZt0Tqxii3PWLbL_1x2EyvX0OndVpKo/edit?usp=sharing), and now thanks to this work, template Project Specification language.

**Instructions:**

The goal of this ECAP template specification language is to define project goals for embodied carbon and implement them effectively.

**Step 1: Set appropriate goals.**

Open ECAP Specification template Matrix.

Download as an Excel document, or save a copy in your own Google Drive folder, for your use on a project.

This document includes Product Types (in column B) for all materials with baselines in the 2021 Carbon Leadership Forum document.

Many of the columns have tips for further explanation. Hover over the black triangle in the top right corner of cells in row 3 to review these tips.

The project specific goals for each product type can be selected (column G, H, I, J).

The project specific decision of including a limit on Embodied Carbon for a given product type can be documented (column K, or L).

System Boundary, Declared Unit, and Product Category Rules (columns M, N, O, P) are included because they are required information to include in specifications to confirm the Embodied Carbon values being compared are actually comparable.

Add project specific Specification number and title in Column C

Additional Product Types (rows) can be added for materials not included in the 2021 Carbon Leadership Forum document

This now documents the goals for the project for the entire project team to move forward.

**Step 2: Select Materials that comply with goals**

As materials are selected from product types with embodied carbon goals (column B) review EPD Type required (column D, E, F) to confirm materials selected comply with project specific goals (column G, H, I, J) using the same System Boundary, Declared Unit, and Product Category Rules (columns M, N, O, P) as baseline.

Collect information on Manufacturer/make/model/series of selected product and embodied carbon listed on EPD for selected product for inclusion in specifications. (Designed Tab)

**Step 3: Incorporate Goals into technical specification language.**

Open ECAP Template Specification Language documentand review specification template language.

Incorporate Division 01 language into the section of your choice; for example a narrow scope Embodied Carbon Reduction section or board scope Products section. Match list in yellow highlight with Product Types (column B) color coded yellow.

Refine Project Goals paragraph.

Edit Template language to align with project goals.

Refine Embodied Carbon Submittal language based on project use of limits, types of EPDs required (columns D, E, F) and name of tracking sheet if used.

Refine Performance Requirements based on project use of limits and types of EPDs required.

Add Template language to specification sections

Open each project specific specification section (column C)

Add Embodied Carbon Submittals language under Submittals article.

Add Performance Requirements language and replace color coded text with matching color information from the Specification template Matrix (columns B, D, E, F,G, H, I, J, M, N, O, P) .

Add Materials language and replace Product Type with (column B) and product name and Product Embodied Carbon from (Designed Tab)

 **Step 4: Review submittals and quantities to calculate Embodied Carbon**

Collect information on installed products, installed quantities in (Realized Tab) and calculate savings per [Building Transparency Embodied Carbon Action Plan](https://www.buildingtransparency.org/programs/ownerscan/ecap/).