# Greenmark

## 1. Setup

## 2. Questionnaires

### 3. Further Actions

#### 4. Certification

Once all audits have been completed

and verified, an email notification will

be sent confirming certification has

been achieved

Upon confirmation of purchase an email will be received confirming the set up of your company on the Greenmark portal

account, the questionnaires awaiting completion will be available from the main menu

Having logged in to your Greenmark

Answer each questionnaire and attach the required evidence

Recommendations for further Greenmark certification will be included within the email

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The email will provide a link to setup

your Greenmark account

On your account you will find instructions on what needs to be completed as part of the accreditaion process

Downloadable help guides are available as well as support from greenmark@carbonarchitecture.co.uk

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You will then need to complete the further actions and evidence outlined on your account

Your Greenmark certificate will then be sent to you via post

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After submission a confirmation message will appear confirming completion

Physical audits of representative sites will then be carried out by CA personnel to verify the questionnaires submitted online

You are now Greenmark certified!

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and identify any further evidence required for certification

Upon submission your account

manager will check your responses

An email will be sent prompting you to log in to your Greenmark account where any areas requiring further work will be highlighted

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