2.7 Retirements

WCU/PCUs can be retired when the user wishes to use them in a GHG report to come to a net emissions figure. They can either be retired by a project developer/ retail aggregator on behalf of their clients, or they can be retired by a buyer who has their own account.

- Navigate to the Manage My Units tab.
- Select the credits you would like to retire from the list of credits displayed.
 - o To retire multiple blocks, hold the CTRL button and select each block.
- Click the Retire button.

NOTE: You can also right click on a block of credits and select Retire from the available actions list.

DASHBOARD >	MY ACCOUNT SUMMARY	MANAGE MY UNITS	er/molecteres	and the second	RFI	ICTIONS	USERADMIN	REPORTS +	ACTIVITY LOG
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Project		4.4	Retire Retirement Licitual	las	Country	Holdi	Measurement +	Public Visibili	Status
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• The Retire Units window will appear.

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🗞 Retire Units						@ X		
Total Quantity: 100								
Units								
Account 🔺	Project	Retireme Amount	Measures	Publicly Visible	Display Account Name?	Receive retirement certificate		
🗄 🖧 #UK WCC or UK	Drew Project #2	100.00	WCU		~			
UK Woodland Carbon Code	- Mixed mainly clearfell 51844-29102020-30102020-6004927	7-6005026-ME	-R_0_P					
 Retire on behalf of 	enter company or individual na	me ent	er additional re	tirement o	omments			
Retired By #UK WCC or UK Peatland Code Accc enter addition				nal retirement comments				
				(✔ок	X Cancel		

- Click the blue number under Retirement Amount heading to edit the number of units to be retired. Enter information regarding the name of the company or individual claiming the sequestration/emissions reduction and any further retirement comments.
- Check the Retirement Certificate box to receive a *hard copy* of the certificate. Note that there is a fee for a hard copy certificate.
- Click the button to submit the retirement.

Electronic Retirement Certificate

Users can download an electronic retirement certificate immediately after the retirement is executed. The retirement certificate will be generated in .PDF format.



Press "Yes".

• In the Manage My Units tab, double-click the retirement that was executed.

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- A **Mixed Unit Details window** will appear. Select "Retirements" on the left-hand side of the **Mixed Unit Details** window.
- Click Generate Retirement Certificate.

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🙈 Mixed Unit Details				? © ×
Project: Standard: Status: Project Start Date: Project End Date: Public Visibility:	Drew Project #2 UK Woodland Carbo Retired 01 Jan 2016 31 Dec 2019 Yes	n Code	Account: Project Type:	#UK WCC or UK Peatland Code Account Mixed mainly clearfell
Holdings Additional Info Site details Documents Retirements	Date Retired: Remarks:	20 Nov 2 Retired o	020 n behalf of Nay Test A	Account.2020 Emission Reduction
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