



# Natural Gas STAR Methane Challenge Program

## Implementation Plan Guidelines



### Purpose

Each Methane Challenge Partner will submit an Implementation Plan that provides an outline of their commitment(s) under the Methane Challenge Program and details on their planned participation, such as anticipated rate of progress, key milestones, and context for their Implementation Plans (e.g., referencing work to be done during the next planned shutdown of a facility). Partners can also include information on historic actions to reduce methane emissions that informs their Methane Challenge commitments.

### Updates

The Implementation Plan should be updated as needed, for example as key milestones are reached, if operations covered in the commitment are significantly revised (e.g., due to acquisitions or divestments), or if significant changes are made to commitments. Partners can update their Implementation Plan at any time by emailing a new version to the Methane Challenge Program Managers at [GasSTAR@epa.gov](mailto:GasSTAR@epa.gov)

Partners should notify the Methane Challenge Program Managers of a change in Implementation Manager within two weeks by sending an email to [GasSTAR@epa.gov](mailto:GasSTAR@epa.gov). Changes in Implementation Manager do not require a new Implementation Plan be submitted.

### Content

Each Implementation Plan will include the following:

- Name of Partner
- Date of submission for the Implementation Plan
- Contact information for the Methane Challenge Implementation Manager
  - Name
  - Title
  - Address
  - Email
  - Telephone
- Methane Challenge commitments and projected timeframe for meeting commitments, as specified in the Partnership Agreement
- Milestones and associated timeframes
- Plans (if any) for future expansion of Methane Challenge commitments
- Any other relevant information to provide context for the Partner's participation (e.g., background on progress the Partner company has already made on methane mitigation, including past actions and results on reducing emissions from target sources)