



**GUIDELINES FOR COMPLETING
THE SIMPLIFIED PROJECT DESIGN DOCUMENT (CDM-SSC-PDD) , THE FORM FOR
SUBMISSIONS ON METHODOLOGIES FOR SMALL-SCALE CDM PROJECT ACTIVITIES
(F-CDM-SSC-Subm) AND THE FORM FOR SUBMISSION OF BUNDLED SMALL-SCALE CDM
PROJECT ACTIVITIES (F-CDM-SSC-BUNDLE)**

Version 04

CONTENTS

PART I (General guidance)

A. General information on the Simplified Project Design Document for Small Scale project activities (CDM-SSC-PDD).....	Page 3
B. Glossary of CDM-SSC terms.....	Page 5

PART II (Project Design Document for Small-Scale project activities)

A. General information on Information note for the Project Design Document for Small Scale project activities (CDM-SSC- PDD).....	Page 21
B. Specific guidelines for completing the Project Design Document for Small Scale project activities (CDM-SSC-PDD).....	Page 22

PART III (Form for Requests for clarifications/revision of approved small-scale methodologies) submission of queries, proposed new categories and/or amendments to the indicative simplified baseline and monitoring methodologies for selected small scale CDM project activity categories)

A. Information note on form for requests for clarifications/revision of approved small-scale methodologies for the CDM Form for Submissions on methodologies for small scale CDM project activities (F-CDM-SSC-Subm).....	Page 32
---	---------

PART IV (Form for submission of bundled project activities)

A. Information note on bundling of Small-Scale project activities	Page 34
B. Specific guidelines for completing the form for submission of bundled Small-Scale project activities (F-CDM-SSC-BUNDLE)	Page 36



Revision history of this document

Version Number	Date	Description and reason of revision
01	8 July 2005	Initial adoption <ul style="list-style-type: none">The Board agreed to develop the guidelines for completing the CDM SSC PDD in order to assist project participants when filling out the CDM SSC PDD and to reflect guidance and clarifications provided by the Board since version 01 of the CDM SSC PDD was adopted.As a consequence, the CDM SSC PDD has been revised accordingly (version 2). The latest version can be found at <http://cdm.unfccc.int/Reference/Documents>.
02	3 March 2006	The Board, at its twenty-third meeting agreed to the following: <ul style="list-style-type: none">Revision of definition of Bundle and Sub bundle and inclusion of Part IV: Information note and Guidelines for completion and submission of the form F-CDM-SSC-Bundle.
03	28 July 2006	The Board, at its twenty-fifth meeting agreed to the following: <ul style="list-style-type: none">To delete the definition of ‘Component project activity’ from the glossary of terms as well as the occurrences of the term ‘component’ under the ‘Information note on bundling of small scale CDM Project Activities’.
04		The Board at its ## meeting agreed to the following:



PART I

A. General information on the Simplified Project Design Document for Small Scale project activities (CDM-SSC-PDD)

1. These guidelines are intended to assist project participants in completing the following documents:
 - Simplified Project Design Document for Small-Scale project activities hereafter referred to as CDM-SSC-PDD
 - Form for submissions on Small Scale Methodologies and Procedures of queries, proposed new categories and/or amendments to the indicative simplified baseline and monitoring methodologies for selected small scale CDM project activity categories hereafter referred to as F-CDM-SSC-Subm
 - Form for submission of bundled project activities hereafter referred to as F-CDM-SSC-BUNDLE.
2. The forms CDM-SSC-PDD, and the F-CDM-SSC-Subm and F-CDM-SSC-BUNDLE were developed by the CDM Executive Board in conformity with the relevant simplified modalities and procedures for the Project Design Document for small-scale CDM project activities as defined in Appendix A “Project Design Document” to the simplified modalities and procedures for small-scale CDM project activities (Annex II to decision 21/CP.8 4/CMP.1 contained in document FCCC/KP/CMP/2005/8/Add.1).
3. If project participants wish to submit a small-scale CDM project activity for validation and registration, they shall submit a fully completed CDM-SSC-PDD.
4. Submissions requesting the creation of a new small scale methodology shall complete and submit the CDM-SSC-PDD with only sections A-C filled along with completed form F-CDM-SSC-Subm.
5. Submissions requesting clarifications on an approved small scale methodology or requesting a revision of an approved small scale methodology shall submit a fully completed form F-CDM-SSC-Subm.
6. The CDM-SSC-PDD, F-CDM-SSC-Subm and F-CDM-SSC-BUNDLE may be obtained electronically from the UNFCCC CDM web site (<http://unfccc.int/cdm>) or by e-mail (cdm-info@unfccc.int) or in printed format from the UNFCCC secretariat (Fax: +49-228-815 1999).
7. Small Scale CDM methodologies are also referred to as Small CDM categories throughout this document.
8. Terms, which are underlined with a broken line in the CDM-SSC-PDD, are explained in the “CDM-SSC-PDD Glossary of Terms”, included in these guidelines. It is recommended that before or



during the completion of the forms that project participants consult the most recent version of the “CDM-SSC-PDD Glossary of Terms” available on the CDM website.

9. Project participants should also consult the section “Guidance – clarifications-tools” available on the UNFCCC CDM web site (<http://cdm.unfccc.int/Reference/Guidclarif> <http://unfccc.int/cdm>) or available from the UNFCCC secretariat by e-mail (cdm-info@unfccc.int) or in print via fax (+49-228-815 1999).

10. The Executive Board may revise the CDM-SSC-PDD, F-CDM-SSC-Subm and F-CDM-SSC-BUNDLE if necessary.

11. Revisions come into effect, once adopted by the Executive Board.

12. Revisions to the CDM-SSC-PDD do not affect project activities: Already validated, or already made publicly available by an operating entity for receiving comments as referred to in paras 23 (b) and (c) of the simplified modalities and procedures for small-scale CDM project activities prior to the adoption of the revised CDM-SSC-PDD;

- Submitted to the DOEs within a month following the adoption of the revised CDM-SSC-PDD;
- The Executive Board will not accept documentation using previous versions of the CDM-SSC-PDD six (6) months after the adoption of the new version.

~~13.~~ In accordance with the simplified modalities and procedures for small-scale CDM project activities and CDM modalities and procedures, the working language of the Board is English. The CDM-SSC-PDD, and where applicable F-CDM-SSC-Subm and F-CDM-SSC-BUNDLE shall therefore be completed and submitted in English language to the Executive Board. ~~However, the CDM-SSC-PDD is available on the UNFCCC CDM web site for consultation in all six official languages of the United Nations.~~

14. The CDM-SSC-PDD and F-CDM-SSC-Subm and F-CDM-SSC-BUNDLE templates shall not be altered, that is, shall be completed using the same font without modifying its format, font, headings or logo.

15. Tables and their columns shall not be modified or deleted. Rows may be added, as needed.

16. The CDM-SSC-PDD shall include in section A.1 the version number and the date of the document.

17. If any of the sections of the CDM-SSC-PDD are not applicable, it shall be explicitly stated that the section is intentionally left blank.

18. The CDM-SSC-PDD, and F-CDM-SSC-Subm and F-CDM-SSC-BUNDLE are not applicable to small-scale afforestation and reforestation CDM project activities. Please consult the UNFCCC CDM web site (http://cdm.unfccc.int/Reference/PDDs_Forms/Methodologies/-_sscmethforms) for obtaining information regarding the CDM-PDD documentations for small-scale afforestation and reforestation CDM project activities.



PART II

A. General information on ~~the Small Scale Project Design Document~~ CDM-SSC-PDD

1. The CDM-SSC-PDD presents information on the essential technical and organizational aspects of the proposed small-scale project activity and is a key input into the validation, registration, and verification of the small-scale project activity as required under the Kyoto Protocol to the UNFCCC. The relevant detailed simplified modalities and procedures are detailed in Annex II to decision 24/CP.8 4/CMP.1 contained in document FCCC/KP/CMP/2005/8/Add.1.
2. The CDM-SSC-PDD contains information on the project activity, the project category, the simplified baseline and monitoring methodology applied to the project activity, and the simplified monitoring methodology applied to the project. It discusses and justifies the choice of the project category, the simplified baseline methodology and the applied monitoring concept, including monitoring data and calculation methods.
3. Project participants should submit the completed version of the CDM-SSC-PDD, together with attachments if necessary, to an accredited designated operational entity for validation. The designated operational entity then examines the adequacy of the information provided in the CDM-SSC-PDD, especially whether it satisfies the relevant simplified modalities and procedures concerning small-scale CDM project activities. Based on this examination, the designated operational entity makes a decision regarding validation of the project.
4. In accordance with paragraph 6 of CDM M&P, project participants shall submit documentation that contains confidential /proprietary information in two versions:
 - One marked up version where all confidential/proprietary parts shall be made illegible by the project participants (e.g. by covering those parts with black ink) so that this can be made publicly available;
 - A second version containing all information which shall be treated as strictly confidential by all handling this documentation (DOEs/AEs, Board members and alternates, panel/committee and working group members, external experts requested to consider such documents in support of work for the Board, and the secretariat).
5. In accordance with paragraph 6 of CDM M&P information used to determine additionality, to describe the baseline methodology and its application, and to support an environmental impact assessment, shall not be considered proprietary or confidential. Project participants shall therefore, in accordance with paragraph 45 (b) of CDM M&P describe the choice of approaches, assumptions, methodologies, parameters, data sources, key factors and additionality in a transparent and conservative manner. The scope and detail of the description in the PDD should allow interested parties to reproduce the rationale of the project.



6. A small-scale project activity with ~~different~~ more than one component eligible to be proposed as a small-scale CDM project activity may submit one SSC-PDD, provided that information regarding the following subsections is provided separately for each of the components of the project activity:

- Section A.4.2 (Type and category(ies) and technology of project activity);
- ~~A.4.3 (brief statement on how anthropogenic emissions of greenhouse gases (GHGs) by sources are to be reduced by the proposed CDM project activity);~~
- Section B (Application of a baseline and monitoring methodology);
- ~~Section C (Duration of the project activity/crediting period)~~

7. If not otherwise stated SI units for power or energy are used throughout this document to indicate electrical energy or power e.g. 15 MW output capacity implies 15 MW electrical output capacity, similarly 60 GWh energy savings implies 60 GWh electrical energy savings.

~~D (Monitoring methodology and plan); and~~

~~E (Calculation of GHG emission reductions by sources).~~

8. ~~If the project activity does not fit any of the project categories in Appendix B of the simplified modalities and procedures for small-scale CDM project activities, project proponents may propose additional project categories for consideration by the Executive Board, in accordance with paragraphs 15 and 16 of the simplified modalities and procedures for small scale CDM project activities. The project design document should, however, only be submitted to the Executive Board for consideration after Appendix B has been amended by the Board as necessary.~~

9. ~~If project participants wish to propose such amendments to the simplified methodologies for small-scale CDM project activities, and/or new categories of small-scale project activities they shall use the form Submission form for new categories of projects and/or amendments to simplified methodologies (F-CDM-SSC-Subm) referred to in Part III of these guidelines.~~

(Note: additional information on bundling is to be developed by the Small Scale Working Group following the guidance by the EB)



B. Specific guidelines for completing ~~the Project Design Document~~ CDM-SSC-PDD

**CONTENTS
PROJECT DESIGN DOCUMENT (CDM-SSC-PDD)**

- A. General description of the small-scale project activity.
- B. Application of a baseline and monitoring methodology.
- C. Duration of the project activity / Crediting period.
- ~~D. Application of a monitoring methodology and plan~~
- ~~E. Estimation of GHG emissions by sources~~
- D. Environmental impacts
- E. Stakeholders' comments

Annexes

Annex 1: Contact information on participants in the proposed small scale project activity

Annex 2: Information regarding public funding

Annex 3: Baseline Information

Annex 4: Monitoring Information

**SECTION A. General description of the small-scale project activity****A.1. Title of the small-scale project activity:**

Please indicate

- The title of the project activity
- The current version number of the document
- The date when the document was completed.

A.2. Description of the small-scale project activity:

Please include in the description:

- the purpose of the project activity;
- explain how the proposed project activity reduces greenhouse gas emissions (i.e. what type of technology is being employed, what ~~exact~~ measures are undertaken as part of the project activity, etc)
- the view of the project participants on the contribution of the project activity to sustainable development (max. one page)

A.3. Project participants:Please list project participants and Party(ies) involved and provide contact information in Annex 1. Information shall be indicated using the following tabular format.

Name of Party involved (*) (host) indicates a host Party)	Private and/or public entity(ies) project participants (*) (as applicable)	Kindly indicate if the Party involved wishes to be considered as project participant (Yes/No)
Name A (host)	<ul style="list-style-type: none"> • Private entity A • Public entity A ... 	
Name B	<ul style="list-style-type: none"> • None 	
Name C	<ul style="list-style-type: none"> • None 	
...	<ul style="list-style-type: none"> •

(*) In accordance with the CDM modalities and procedures, at the time of making the CDM-PDD public at the stage of validation, a Party involved may or may not have provided its approval. At the time of requesting registration, the approval by the Party(ies) involved is required.

Note: When the PDD is filled in support of a proposed new methodology at least the host Party(ies) and any known project participant (e.g. those proposing a new methodology) shall be identified.

A.4. Technical description of the small-scale project activity:

**A.4.1. Location of the small-scale project activity:****A.4.1.1. Host Party(ies):****A.4.1.2. Region/State/Province etc.:****A.4.1.3. City/Town/Community etc.:****A.4.1.4. Details of physical location, including information allowing the unique identification of this small-scale project activity(ies):**

Please fill in the field and do not exceed one page.

A.4.2. Type and category(ies) and technology/measure of the small-scale project activity:

Please specify the type and category of the project activity using the categorization of Appendix B to the simplified modalities and procedures for small-scale CDM project activities, hereafter referred to as Appendix B. Note that Appendix B may be revised over time and that the most recent version will be available on the UNFCCC CDM web site <http://cdm.unfccc.int/methodologies/SSCmethodologies>

In this section you ~~it shall be pl. justified~~ that the chosen project type and category (hereafter referred to as “project category”) is applicable to how the proposed project activity conforms with the project type and category selected (for simplicity, the rest of this document refers to “project category” rather than “project type and category”).

Please demonstrate that the project activity qualifies as is eligible as a small-scale project activity and that it will remain under the limits for small-scale project activities types every year over the crediting period:

For Type (i): provide proof that the capacity of the proposed project activity will not increase beyond 15 MW (or an appropriate equivalent);

For Type (ii): provide proof that the annual energy savings on account of efficiency improvements are below the equivalent of 15-60 gigawatt hours (or an appropriate equivalent) per year every year throughout the crediting period;

For Type (iii): provide an estimation of emissions of the project over the crediting period and proof that the emissions every year will not go beyond the limits of 15-60 KtCO₂e/y over the entire crediting period;

If none of the approved categories under Appendix B are applicable to the proposed your small-scale project activity, does not fit any of the project categories in Appendix B, you may propose additional new project categories can be proposed for the consideration of the Executive Board, in accordance with paragraphs 15 and 16 of the simplified modalities and procedures for small-scale CDM project activities using a downloadable form found on the CDM Website¹. The final CDM-SSC-PDD project design document shall, however, only be

¹ <http://cdm.unfccc.int/methodologies/SSCmethodologies/Clarifications>



submitted to the Executive Board for consideration after the Board has amended Appendix B, as necessary.

This section should also include a description of how environmentally safe and sound technology and know how is being applied by the project activity *inter alia* technology transfer to the Host Party(ies) for application in the project activity to be used is transferred to the Host Party(ies).

A.4.3. Brief explanation of how the anthropogenic emissions of anthropogenic greenhouse gas (GHGs) by sources are to be reduced by the proposed small-scale project activity, including why the emission reductions would not occur in the absence of the proposed small-scale project activity, taking into account national and/or sectoral policies and circumstances:

Please explain briefly how anthropogenic greenhouse gas (GHG) emission reductions are to be achieved (detail to be provided in section B) and provide the estimate of anticipated total reductions in tonnes of CO₂ equivalent as determined in section E. Max. length one page.

A.4.3 Estimated amount of emission reductions over the chosen crediting period:

Please indicate the chosen crediting period and provide the total estimation of total emission reductions as well as annual estimates for the chosen crediting period. Information on the emission reductions shall be indicated using the following tabular format.

For type (iii) small-scale projects the estimation of project emissions is also required.

Years	Annual Estimation of annual emission reductions in tonnes of CO ₂ e
Year A	
Year B	
Year C	
Year ...	
Total estimated reductions (tonnes of CO₂ e)	
Total number of crediting years	
Annual average of the estimated reductions over the crediting period of estimated reductions (tCO₂ e)	

A.4.4. Public funding of the small-scale project activity:

In case public funding from Parties included in Annex I to the Convention is involved, please provide in annex Annex 2 information on sources of public funding for the project activity from Parties included in Annex I which shall providing an affirmation that such funding does not result in a diversion of official development assistance and is separate from and is not counted towards the financial obligations of those Parties.

Note: When the CDM-SSC-PDD is filled in support of a proposed new simplified methodology, it is to be indicated whether public funding from Parties included in Annex I is likely to be involved indicating the Party(ies) the extent possible.



A.4.5. Confirmation that the small-scale project activity is not a debundled component of a large scale project activity:

Please refer to Appendix C to the simplified modalities and procedures for the small-scale CDM project activities for guidance on how to determine whether the proposed project activity is not a debundled component of a large scale project activity.

SECTION B. Application of a baseline and monitoring methodology:

B.1. Title and reference of the approved baseline and monitoring methodology applied to the project activity:

Please refer to the UNFCCC CDM web site for the most recent list of the small-scale CDM project activity categories contained in Appendix B of the simplified modalities and procedures for small-scale CDM project activities. Please indicate the approved methodology number and the version of the approved methodology that is used (e.g. “Version 09 of AMS-I.D.”)

B.2. Justification of the choice of the project category applicable to the small-scale project activity:

Justify the choice of the applicable baseline calculation for an approved the project category contained in as provided for in Appendix B of the simplified modalities and procedures for small-scale CDM project activities, by demonstrating showing that the proposed project activity meets each of the applicability conditions. Describe how the methodology is applied in the context of the project activity.
Please explain the basic assumptions of the baseline methodology in the context of the project activity. Provide the key information and data used to determine the baseline scenario (variables, parameters, data sources etc.) in table form

In this section justify the choice of project type and category (hereafter referred to as “project category”) for the proposed project activity. Please demonstrate that the project activity qualifies as a small-scale project activity and that it will remain under the limits of small-scale project activity types during every year of the crediting period:

For Type I: Demonstrate that the capacity of the proposed project activity will not exceed 15 MW (or an appropriate equivalent) ,

For Type II: Demonstrate that the annual energy savings on account of efficiency improvements will not exceed 60 GWh (or an appropriate equivalent) in any year of the crediting period.

For Type III: Demonstrate that the estimated emission reductions of the project activity will not exceed 60 ktCO₂e in any year of the crediting period, and proof that the emissions every year will not go beyond the limits of 60 KtCO₂e/y over the entire crediting period.



B.3. Description of how the anthropogenic emissions of GHG by sources are reduced below those that would have occurred in the absence of the registered small-scale CDM project activity:

Justify Demonstrate that the proposed project activity qualifies to use simplified methodologies and is additional as per options provided under using attachment A to Appendix B of the simplified modalities and procedures for small-scale CDM project activities.) National policies and circumstances relevant to the baseline of the proposed project activity shall be summarized here as well.

B.3. Description of how the definition of the project boundary related to the baseline methodology selected is applied to the project activity:

Define the project boundary of the project activity based on the guidance specified in of the applicable project category for small-scale CDM project activities contained in Appendix B of the simplified modalities and procedures for small-scale CDM project activities.

B.4. Details of the baseline and its development:

Specify the baseline for the proposed project activity using a methodology specified in the applicable with reference to the chosen project category for small-scale CDM project activities contained in Appendix B of the simplified modalities and procedures for small-scale CDM project activities.

Explain and justify the key assumptions and rationale. Illustrate in a transparent manner all data used to determine the baseline emissions (variables, parameters, data sources etc.) preferably in a tabular form. Please provide date of completion in DD/MM/YYYY. Please provide contact information and indicate if the person/entity is also a project participant listed in Annex 1.

B.5. Description of how the anthropogenic emissions of GHG by sources are reduced below those that would have occurred in the absence of the registered small-scale CDM project activity:

Demonstrate that the proposed project activity is additional as per options provided under attachment A to Appendix B of the simplified modalities and procedures for small-scale CDM project activities.

National policies and circumstances relevant to the baseline of the proposed project activity shall be summarized here as well

B.6. Estimation of GHG Emission by sources: reductions

Please fill this section following the selected baseline and monitoring methodologies.

B.6.1. Explanation of methodological choices Selected formulae as provided in Appendix B:

Please provide the formula used to calculate the GHG emission reductions by sources in accordance with the applicable project category of small-scale CDM project activities



contained in Appendix B of the simplified modalities and procedures for small-scale CDM project activities.

In case the applicable project category from Appendix B does not indicate a specific formula to calculate the GHG emission reductions by sources, please complete section B.6.2. below:

Describe the calculation of GHG emission reductions in accordance with the formula specified for the applicable project category of small-scale CDM project activities contained in Appendix B of the simplified modalities and procedures for small-scale CDM project activities. Explain how the procedures, in the approved project category to calculate project emissions, baseline emissions, leakage emissions and emission reductions are applied to the proposed project activity. Clearly state which equations will be used in calculating emission reductions.

Explain and justify all relevant methodological choices, including:

- where the category provides different options to choose from (e.g. “combined margin” under AMS I.D);
- where the category provides for different default values (e.g. values for MCF under AMS III.E)

B.6.2. Data and parameters that are available at validation: Description of formulae when not provided in Appendix B:

This section shall include a compilation of the data and parameters NOT monitored but determined upfront so as to be available for validation. Data from monitoring (e.g. measurements after the implementation of the project activity) should not be included here but in the table in section B.7.1.

This may include data that is measured, if relevant with sample thereof, and data that is collected from sources such as official statistics, expert judgment, proprietary data, IPCC, commercial and scientific literature.

Data that is calculated with equations provided in the approved category or default values specified in the category should not be included in the compilation.

Provide for each parameter the chosen value or, where relevant, the qualitative information, using the table provided below. Particularly:

Provide the actual value applied. Where time series of data is used, where several measurements are undertaken or where surveys have been conducted, provide detailed information in Annex 3.

Explain and justify the choice for the source of data. Provide clear and transparent references or additional documentation in Annex 3.

Where values have been measured, include a description of the measurement methods and procedures that comply with the guidance provided under general guidance to indicative small scale methodologies found on the UNFCCC CDM website (e.g. which standards have been



used), indicate the responsible person / entity having undertaken the measurement, the date of measurement(s) and the measurement results. More detailed information can be provided in Annex 3.

(Copy this table for each data and parameter)

Data / Parameter:	
Data unit:	
Description:	
Source of data used:	
Value applied:	
Justification of the choice of data or description of measurement methods and procedures actually applied :	
Any comment:	

B.6.3. Ex-ante calculation of emission reductions

Provide a transparent ex-ante calculation of project emissions, baseline emissions (or, where applicable, direct calculation of emission reductions) and leakage emissions expected during the crediting period, applying all relevant equations. Document how each equation is applied, in a manner that enables the reader to reproduce the calculation. Where relevant, provide additional background information and or data in Annex 3, including relevant electronic files (i.e. spreadsheets). If the project activity involves more than one component activity (e.g. one component activity for methane capture applying AMS III.D together with another component for grid connected electricity generation applying AMS I.D) emission reduction calculations for each of the component shall be provided separately in a transparent manner.

Describe the formulae used to estimate anthropogenic emissions by sources of GHGs due to the project activity within the project boundary:

For each gas, source, formulae/algorithm, emissions in units of CO₂-equiv. **B.6.2.2. Describe the formulae used to estimate leakage due to the project activity, where required, for the applicable project category in Appendix B of the simplified modalities and procedures for small-scale CDM project activities:**

For each gas, source, formulae/algorithm, emissions in units of CO₂-equiv. **B.6.2.3. The sum of B.6.2.1. and B.6.2.2. represents the small-scale project activity emissions:**

For each gas, source, formulae/algorithm, emissions in units of CO₂-equiv. **B.6.2.4. Describe the formulae used to estimate the anthropogenic emissions by sources of GHG's in the baseline using the baseline methodology for the applicable project category in Appendix B of the simplified modalities and procedures for small-scale CDM project activities:**

For each gas, source, formulae/algorithm, emissions in units of CO₂-equiv.



B.6.2.5. Difference between B.6.2.4. and B.6.2.3 represents the emission reductions due to the project activity during a given period:

3 Table providing values obtained when applying formulae above Summary of the ex-ante estimation of emission reductions

Summarize the results of the ex-ante estimation of emission reductions for all years of the crediting period, using the table below. If the project activity involves more than one component, a separate table shall be included for each of the component or each of the approved project category that is applied. A table showing the aggregate emission reductions of the project activity shall also be included.

Year	Estimation of project activity emissions (tCO ₂ e)	Estimation of baseline emissions (tCO ₂ e)	Estimation of leakage (tCO ₂ e)	Estimation of overall emission reductions (tCO ₂ e)
Year A				
Year B				
Year C				
Year ...				
Total (tonnes of CO ₂ e)				

B.7. Application of a monitoring methodology and description of the monitoring plan:

The following two sections (B.7.1 and B.7.2) shall provide a detailed description of the monitoring plan, including an identification of the data to be monitored and the procedures that will be applied during monitoring.

Please note that data monitored and required for verification and issuance are to be kept for a minimum of two years after the end of the crediting period or the last issuance of CERs for this project activity, whichever occurs later.



B.7.1. Data and parameters monitored

Data that becomes available only after validation of the project activity (e.g. measurements after the implementation of the project activity) should be included here.

Provide for each parameter the following information, using the table provided below:

- The source(s) of data that will be actually used for the proposed project activity (e.g. which exact national statistics, actual measurement etc.).
- Where the parameters are to be measured in accordance with the guidance of the approved project category or the general guidance to the indicative methodologies, specify the measurement methods and procedures, including a specification which accepted industry standards or national or international standards will be applied, which measurement equipment is used, how the measurement is undertaken, which calibration procedures are applied, what is the accuracy of the measurement method, who is the responsible person / entity that should undertake the measurements and what is the measurement interval.
- A description of the QA/QC procedures (if any) that should be applied.
- Where relevant: any further comment.

Provide any relevant further background documentation in Annex 4.

(Copy this table for each data and parameter)

Parameter:	
Unit:	
Description:	
Source of data:	
Value of data:	
Brief description of measurement methods and procedures to be applied:	
QA/QC procedures to be applied (if any):	
Any comment:	

B.7.2. Description of the monitoring plan:

Please provide a detailed description of the monitoring plan. Describe the operational and management structure that the project operator will implement in order to monitor emission reductions and any leakage effects generated by the project activity. Clearly indicate the responsibilities for and institutional arrangements for data collection and archiving. The monitoring plan should reflect good monitoring practice appropriate to the type of project activity. Provide any relevant further background information in Annex 4.

The monitoring plan shall incorporate a monitoring methodology specified for the applicable project category for small scale CDM project activities contained in Appendix B of the



simplified modalities and procedures for small-scale CDM project activities and represent good monitoring practice appropriate to the type of project activity.

The monitoring plan shall also provide information on the collection and archiving of the data specified in Appendix B of the simplified modalities and procedures for small-scale CDM project activities to:

- Estimate or measure emissions occurring within the project boundary;
- Determine the baseline, as applicable;
- Estimate leakage, where this needs to be considered.

Project participants shall implement the registered monitoring plan and provide data, in accordance with the plan, through their monitoring reports.

Designated operational entities will verify that the monitoring methodology and plan have been implemented correctly and check the information in accordance with the provisions on verification. This section shall provide a detailed description of the monitoring plan, including an identification of the data to be collected, its quality with regard to accuracy, comparability, completeness and validity, taking into consideration any guidance contained in the methodology, and archiving of the data collected.

An overall monitoring plan that monitors performance of the constituent project activities on a sample basis may be proposed for bundled project activities. If bundled project activities are registered with an overall monitoring plan, this monitoring plan shall be implemented and each verification/certification of the emission reductions achieved shall cover all of the bundled project activities.

Please note that data monitored and required for verification and issuance are to be kept for two years after the end of the crediting period or the last issuance of CERs for this project activity, whatever occurs later. If a national or international monitoring standard has to be applied to monitor certain aspects of the project activity, please identify this standard and provide a reference to the source where a detailed description of the standard can be found. **B.8. Data and parameters monitored:**

The table in the CDM-SSC-PDD form specifies the minimum information to be provided for monitored data. Please complete the table for the monitoring methodology chosen for the proposed project activity from the simplified monitoring methodologies for the applicable small-scale CDM project activity category contained in Appendix B of the simplified modalities and procedures for small-scale CDM project activities.

Please note that for some project categories it may be necessary to monitor the implementation of the project activity and/or activity levels for the calculation of emission reductions achieved.

The monitored data are used to calculate baseline, project or leakage emissions.

Provide for each parameter the following information, using the table provided below:

- The source(s) of data that will be actually used for the proposed project activity (e.g. which exact national statistics). Where several sources may be used, explain and justify which data sources should be preferred.
- Where data or parameters are supposed to be measured, specify the measurement methods and procedures, including a specification which accepted industry standards or national or international standards will be applied, which measurement equipment is used, how the



measurement is undertaken, which calibration procedures are applied, what is the accuracy of the measurement method, who is the responsible person / entity that should undertake the measurements and what is the measurement interval.

— A description of the QA/QC procedures (if any) that should be applied.

— Where relevant: any further comment. Please include a comment in the ‘Any comment’ row, identifying the use of each data (i.e. if used for baseline, project, leakage).

(Copy this table for each data and parameter)

Data / Parameter:	
Data unit:	
Description:	
Source of data to be used:	
Value of data applied for the purpose of calculating expected emission reductions in section B.6.3:	
Description of measurement methods and procedures to be applied:	
QA/QC procedures to be applied:	
Any comment:	

B.9. Description of the monitoring plan:

Please describe briefly the operational and management structure that the project operator will implement in order to monitor emission reductions and any leakage effects generated by the project activity. Clearly indicate the responsibilities for and institutional arrangements for data collection and archiving. The monitoring plan should reflect good monitoring practice appropriate to the type of project activity.

B.8. Date of completion of the application of the baseline and monitoring methodology and the name of responsible person(s)/entity(ies):

Please provide date of completion of the application of the methodology to the project activity in *DD/MM/YYYY*

Please provide contact information of the persons(s)/entity(ies) responsible for the application of the baseline and monitoring methodology to the project activity and indicate if the person/entity is also a project participant listed in Annex 1.

SECTION C. Duration of the project activity / Crediting period:

C.1. Duration of the project activity:

**C.1.1. Starting date of the project activity:**

The starting date of a CDM project activity is the date on which the implementation or construction or real action of a project activity begins.

~~Project activities starting between 1 January 2000 the date of the registration of a first clean development mechanism project, if the project activity is submitted for registration before 31 December 2005, have to provide documentation, at the time of registration, showing that the starting date fell within this period.~~

C.1.2. Expected operational lifetime of the project activity:

Please state the expected operational lifetime of the project activity in years and months.

C.2. Choice of crediting period and related information:

Please state whether the project activity will use a renewable or a fixed crediting period and complete C.2.1 or C.2.2 accordingly.

Note that the crediting period may only start after the date of registration of the proposed activity as a CDM project activity. In exceptional cases, (see instructions for section C.1.1. above) the starting date of the crediting period may be prior to the date of registration of the project activity as provided for in paragraphs 12 and 13 of decision 17/CP.7 paragraph 1 (c) of decision 18/CP.9 and through any guidance by the Executive Board, available on the UNFCCC CDM web site.

C.2.1. Renewable crediting period:

Each crediting period shall be at most 7 years and may be renewed at most two times, provided that, for each renewal, a designated operational entity determines and informs the Executive Board that the original project baseline is still valid or has been updated taking account of new data where applicable.

C.2.1.1. Starting date of the first crediting period:

Please state the dates in the following format: (DD/MM/YYYY).

C.2.1.2. Length of the first crediting period:

Please state the length of the first crediting period in years and months.

C.2.2. Fixed crediting period:

Fixed crediting period shall be at most ten (10) years.

**C.2.2.1. Starting date:**

Please state the dates in the following format: (DD/MM/YYYY).

C.2.2.2. Length:

Please state the length of the crediting period in years and months

SECTION D. Application of a monitoring methodology and plan:

The monitoring plan shall incorporate a monitoring methodology specified for the applicable project category for small scale CDM project activities contained in Appendix B of the simplified modalities and procedures for small scale CDM project activities and represent good monitoring practice appropriate to the type of project activity.

The monitoring plan shall also provide information on the collection and archiving of the data specified in Appendix B of the simplified modalities and procedures for small scale CDM project activities to:

- Estimate or measure emissions occurring within the project boundary;
- Determine the baseline, as applicable;
- Estimate leakage, where this needs to be considered.

Project participants shall implement the registered monitoring plan and provide data, in accordance with the plan, through their monitoring reports.

Designated operational entities will verify that the monitoring methodology and plan have been implemented correctly and check the information in accordance with the provisions on verification. This section shall provide a detailed description of the monitoring plan, including an identification of the data to be collected, its quality with regard to accuracy, comparability, completeness and validity, taking into consideration any guidance contained in the methodology, and archiving of the data collected.

An overall monitoring plan that monitors performance of the constituent project activities on a sample basis may be proposed for bundled project activities. If bundled project activities are registered with an overall monitoring plan, this monitoring plan shall be implemented and each verification/certification of the emission reductions achieved shall cover all of the bundled project activities.

Please note that data monitored and required for verification and issuance are to be kept for two years after the end of the crediting period or the last issuance of CERs for this project activity, whatever occurs later.

D.1. Name and reference of approved monitoring methodology applied to the small scale project activity:

Please refer to the UNFCCC CDM web site for the most recent version of the indicative list of small scale CDM project activities contained in Appendix B of the simplified modalities and procedures for small scale CDM project activities.



If a national or international monitoring standard has to be applied to monitor certain aspects of the project activity, please identify this standard and provide a reference to the source where a detailed description of the standard can be found.

D.2. Justification of the choice of the methodology and why it is applicable to the small scale project activity:

Justify the choice of the monitoring methodology applicable to the project category as provided for in Appendix B.

D.3. Data to be monitored:

The table in the CDM-SSC-PDD form specifies the minimum information to be provided for monitored data. Please complete the table for the monitoring methodology chosen for the proposed project activity from the simplified monitoring methodologies for the applicable small scale CDM project activity category contained in Appendix B of the simplified modalities and procedures for small scale CDM project activities.

Please note that for some project categories it may be necessary to monitor the implementation of the project activity and/or activity levels for the calculation of emission reductions achieved.

Please add rows or columns to the table, as needed.

The monitored data are used to calculate baseline, project or leakage emissions.

Please include a comment in the 'Comments' column, identifying the use of each data (i.e. if used for baseline, project, leakage).

D.4. Qualitative explanation of how quality control (QC) and quality assurance (QA) procedures undertaken:

Please refer to the monitoring methodology.

D.5. Please describe briefly the operational and management structure that the project participant will implement in order to monitor emission reductions and any leakage effects generated by the project activity:

D.6. Name of person/entity determining the monitoring methodology:

Please provide contact information and indicate if the person/entity is also a project participant listed in Annex I of this document.

SECTION E.: Estimation of GHG emissions by sources:

Please fill section E. following the selected baseline and monitoring methodologies.

**E.1. Formulae used:**

In E.1.1 please provide the formula used to calculate the GHG emission reductions by sources in accordance with the applicable project category of small scale CDM project activities contained in Appendix B of the simplified modalities and procedures for small scale CDM project activities:

In case the applicable project category from Appendix B does not indicate a specific formula to calculate the GHG emission reductions by sources, please complete section E.1.2 below:

E.1.1. Selected formulae as provided in Appendix B:

Describe the calculation of GHG emission reductions in accordance with the formula specified for the applicable project category of small scale CDM project activities contained in Appendix B of the simplified modalities and procedures for small scale CDM project activities:

E.1.2. Description of formulae when not provided in Appendix B:**E.1.2.1. Describe the formulae used to estimate anthropogenic emissions by sources of GHGs due to the project activity within the project boundary:**

For each gas, source, formulae/algorithm, emissions in units of CO₂ equiv.

E.1.2.2. Describe the formulae used to estimate leakage due to the project activity, where required, for the applicable project category in Appendix B of the simplified modalities and procedures for small scale CDM project activities:

For each gas, source, formulae/algorithm, emissions in units of CO₂ equiv.

E.1.2.3. The sum of E.1.2.1 and E.1.2.2 represents the small scale project activity emissions:

For each gas, source, formulae/algorithm, emissions in units of CO₂ equiv.

E.1.2.4. Describe the formulae used to estimate the anthropogenic emissions by sources of GHG's in the baseline using the baseline methodology for the applicable project category in Appendix B of the simplified modalities and procedures for small scale CDM project activities:

For each gas, source, formulae/algorithm, emissions in units of CO₂ equiv.

E.1.2.5. Difference between E.1.2.4 and E.1.2.3 represents the emission reductions due to the project activity during a given period:**E.2. Table providing values obtained when applying formulae above:**

**SECTION D.: Environmental impacts:****D.1. If required by the host Party, documentation on the analysis of the environmental impacts of the project activity:**

If applicable, please provide a short summary and attach documentation.

SECTION E. Stakeholders' comments:**E.1. Brief description of how comments by local stakeholders have been invited and compiled:**

Please describe the process by which comments by local stakeholders have been invited and compiled. An invitation for comments by local stakeholders shall be made in an open and transparent manner, in a way that facilitates comments to be received from local stakeholders and allows for a reasonable time for comments to be submitted. In this regard, project participants shall describe a project activity in a manner which allows the local stakeholders to understand the project activity, taking into account confidentiality provisions of the CDM modalities and procedures.

E.2. Summary of the comments received:

Please identify stakeholders that have made comments and provide a summary of these comments.

E.3. Report on how due account was taken of any comments received:

Please explain how due account have been taken of comments received.

Annex 1**CONTACT INFORMATION ON PARTICIPANTS IN THE PROJECT ACTIVITY**

Please copy and paste table as needed. Please fill for each organisation listed in section A.3 the following mandatory fields: Organization, Name of contact person, Street, City, Postfix/ZIP, Country, Telephone and Fax or e-mail.

Annex 2**INFORMATION REGARDING PUBLIC FUNDING**

Please provide information from Parties included in Annex I to the Convention on sources of public funding for the project activity which shall provide an affirmation that such funding does not result in a diversion of official development assistance and is separate from and is not counted towards the financial obligations of those Parties



Annex 3

BASELINE INFORMATION

Please provide any further background information used in the application of the baseline methodology. This may include tables with time series data, documentation of measurement results and data sources, etc.

Annex 4

MONITORING INFORMATION

Please provide any further background information used in the application of the monitoring methodology. This may include tables with time series data, additional documentation of measurement equipment, procedures, etc.



PART III

A. General Information on form for requests for clarifications/revision of approved small-scale methodologies on the form to submit proposals of changes to the simplified baseline and monitoring methodologies specified in Appendix B or propose additional project categories for consideration by the Executive Board

In accordance with paragraph 15 of the simplified modalities and procedures project participants involved in small-scale CDM project activities may propose changes to the simplified baseline and monitoring methodologies specified in Appendix B to the simplified modalities and procedures or propose additional small-scale project categories for consideration by the Executive Board.

A downloadable form (F-CDM-SSC-Subm) shall be used for submitting queries or proposals to be considered by the Executive Board through the working group to assist the Executive Board in reviewing proposed methodologies and project categories for small-scale CDM project activities (SSC WG). The following instructions apply:

- 1) Use one form for each submission;
- 2) If a new Project Category is proposed, it shall be presented using the same format as the approved ones; request for the creation of new categories should be accompanied by a completed draft PDD (section A to E) along with more substantive evidence from the project participants as to the need for a small-scale methodology for the new project category and why an applicable large-scale methodology cannot be used
- 3) The submissions will be considered by the SSC-WG in its next meeting, if presented at least four weeks in advance.

Given that the three types of eligible small-scale project activities are mutually exclusive, project participants submitting a new category of projects shall first consider whether it belongs to type I (renewable energy projects), to type II (energy efficiency improvements) and if not eligible under the two previous types, type III (other project activities).

For information regarding deliberations of the SSC WG please refer to the section on panels / working groups of the UNFCCC CDM web site (<http://cdm.unfccc.int/Panels>) (<http://unfccc.int/cdm>).



PART IV

A. Information note on bundling of small scale CDM Project Activities

General Characteristics

1. Project activities wishing to be bundled shall indicate this when making the request for registration;
2. The composition of bundles shall not change over time (i.e. the submission of project activities to be used in a bundle shall be made at the same time). A project activity shall not be taken out of a bundle nor shall a project activity be added to the bundle after registration.
3. All project activities in the bundle shall have the same crediting period (i.e. the same length and same starting date of the crediting period).
4. Each small-scale CDM project in the bundle should comply with the simplified modalities and procedures for small-scale CDM project activities and use an approved simplified baseline and monitoring methodology included in Appendix B of the simplified modalities and procedures for small-scale CDM project activities.
5. Project participants shall at registration provide a written statement along with the submission of the bundle indicating:
 - The agreement of all project participants to bundle their individual project activities ;
 - One project participant who shall represent all project participants in order to communicate with the Board in accordance with approved Modalities and Procedures for Communication.
6. Bundled project activities shall be submitted in a single submission to the Board and pay only one fee proportional to the amount of expected average annual emission reductions of the total bundle;
7. If three Board members or a Party involved in a ~~component~~ project activity requests the review of the ~~component~~ project activity, the total bundle remains under review and the implications and recommendations on the review of project activity shall lead to a decision by the Board to register or not register the bundle.

Form

8. A form with information related to the bundle (F-CDM-BUNDLE) must be included in the submission; Form is available at UNFCCC CDM website: <http://cdm.unfccc.int/Reference/Documents/>. The form should cover issues such as title of the bundle, general description, project participants, locations, types and categories, estimated amount of emission reduction, crediting period and monitoring plans;

Small scale limits

9. The sum of the size (capacity for type I, energy saving for type II and emission reductions of project activity for type III) of the technology or measure utilized in the bundle should not exceed the limits for small-scale CDM project activities as set in paragraph 28 of -/CMP.2 6 (e) of the decision 17/CP.7
10. It should be demonstrated that the bundle will remain under the limit for the type for every year during the crediting period. The total emission reduction estimated for the crediting period must be included in the draft CDM-PDD and further monitored.
11. If a bundle goes beyond the limits for the selected small-scale CDM project activities type, the emission reduction that can be claimed for this particular year will be capped at the maximum emission reduction level estimated for the bundle by the project participants in the “Bundle” form for that year during the crediting period.



Validation and verification

12. One DOE can validate this bundle;
13. One verification report is adequate, one issuance will be made at the same time for the same period, and a single serial number will be issued for all the project;
14. For projects submitting multiple CDM-SSC-PDDs, all CDM-SSC-PDDs shall be made publicly available for comments at validation stage at the same time. If, for corrective actions the DOE considers that major changes would be required in any of the project activities of the bundle, and that this would require the CDM-SSC-PDD to be made publicly available for comments another time, the whole bundle would need to be made publicly available for public comments. The DOE validating the bundle shall consider the public comments for each of the CDM-SSC-PDDs;

Letter of approval

15. The letter of approval by the host Party(ies) has to indicate that the Party is aware that the ~~component~~ project activity(ies) taking place in its territory is part of the bundle;

Issuance

16. If a bundle of project activities is submitted with a single or different CDM-SSC-PDDs it shall have only one identifier for purposes of issuance of CERs .

Use of a single PDD covering all activities

17. If all project activities in the bundle belong to the same type, same category and technology/measure, Project participants may submit a single CDM-SSC-PDD covering all activities in the bundle. If project participants use the same baseline for all the project activities in the bundle, it should be justified by considering the particular situation of each project activity in the bundle. As an example two project activities using the same technology to produce electricity but connected to different grids must use different baselines. A common monitoring plan can be utilized for the bundle with the submission of one monitoring report, under conditions to be specified. If different baselines are used, the proposed procedure for sampling must consider this situation, including the proportionate representative samples of each baseline used. In this case (a single PDD is used) a single verification and certification report shall be submitted by the DOE;
18. In all other cases (if the bundle includes project activities with (a) the same type, same category and different technology/measure; (b) same type, different categories and technologies/measures and; and (c) different types), Project participants would have to make the submission of the bundle using a CDM-SSC-PDD for each of the ~~component~~ project activities contained in the bundle. Different monitoring plans will be required for project activities in the bundle and separate monitoring reports must be prepared. In these cases a single verification and certification report can be submitted for the bundle provided that it appraises each of the ~~component~~ project activities of the bundle separately and covers the same verification period;



B. Specific guidelines for completing the Form (CDM-SSC-BUNDLE)

SECTION A. General description of the Bundle

A.1. Title of the Bundle: (Include cross references to PDD/s)

A.1. Version and Date: (Provide the date and version number of the form, include the version and dates of cross referenced PDD/s)

A.2. Description of the Bundle and the subbundles:

Please include in the description:
- the purpose of bundling the project activities;

Fill in the following tables.

	Type	Category	Technology/Measure
Project activity			

A.3. Project participants:

Please list Project participants and Party(ies) involved and provide contact information in Annex 1. If the list of Project Participants exceeds one page it shall be included in Annex 1 together with the contact information. Information shall be indicated using the following tabular format.

Name of <u>P</u> arty involved (* ((host) indicates a host Party)	Private and/or public entity(ies) project participants (*) (as applicable)
Name A (host).....	<ul style="list-style-type: none"> • entity A • entity B ...
Name B (host)....	<ul style="list-style-type: none"> • entity A • entity B
(*) In accordance with the CDM modalities and procedures, at the time of making the CDM-PDD public at the stage of validation, a Party involved may or may not have provided its approval. At the time of requesting registration, the approval by the Party(ies) involved is required.	

B. Technical description of the Bundle:

B.1. Location of the Bundle:

B.1.1. Host Party(ies):



B.1.2. Regions/States/Provinces etc.: (provide information in tabular form)

B.1.3. Cities/Towns/Communities etc: (provide information in tabular form)

B.1.4. Details of physical locations, including information allowing the unique identification of this Bundle:

Please fill in the field and do not exceed one page.

B.2. Type/s, Category(ies), and Technology/(ies)/Measure/(s) of the bundle:

Please specify the type/s and category/(ies) of the bundle using the categorization of Appendix B to the simplified modalities and procedures for small-scale CDM project activities, hereafter referred to as Appendix B. Note that Appendix B may be revised over time and that the most recent version will be available on the UNFCCC CDM web site.

Please demonstrate that the sub bundle will remain under the limits for small-scale project activities type every year over the crediting period:

For Type I: Demonstrate that the capacity of the proposed project activity will not exceed 15 MW (or an appropriate equivalent) ,

For Type II: Demonstrate that the annual energy savings on account of efficiency improvements will not exceed 60 GWh (or an appropriate equivalent) in any year of the crediting period.

For Type III: Demonstrate that the estimated emission reductions of the project activity will not exceed 60 ktCO₂e in any year of the crediting period .

For Type (i): provide proof that the capacity of the proposed project activity will not increase beyond 15 MW (or an appropriate equivalent),

For Type (ii): provide proof that the annual energy savings on account of efficiency improvements are below 60 gigawatt hours (or an appropriate equivalent) every year throughout the crediting period.

For Type (iii): provide an estimation of emission of the project over the crediting period and proof that the emissions every year will not go beyond the limits of 60 KtCO₂e/y over the entire crediting period. For Type (i): provide proof that the added capacity of the proposed projects in the sub bundle will not increase beyond 15 MW,

For Type (ii): provide proof that the added efficiency improvements are below the equivalent of 15 gigawatt hours per year every year throughout the crediting period,

For Type (iii): provide an estimation of added direct emissions of the proposed projects in the sub bundle over the crediting period and proof that the emissions every year will not go beyond the limits of 15 KtCO₂e/y over the entire crediting period.

If a bundle goes beyond the limits for the selected small-scale CDM project activities type, the emission reduction that can be claimed for this particular year will be capped at the maximum emission reduction level estimated for the bundle by the project participants in the “Bundle” form for that year during the crediting period.

**B.3. Estimated amount of emission reductions over the chosen crediting period:**

Please indicate the chosen crediting period and provide the total estimation of emission reductions as well as annual estimates for the chosen crediting period. Information on the emission reductions shall be indicated using the following tabular format.

For type (iii) Project Activities the estimation of project emissions is also required.

Years	Annual estimation of emission reductions in tonnes of CO ₂ e
Year A	
Year B	
Year C	
Year ...	
Total estimated reductions (tonnes of CO ₂ e)	
Total number of crediting years	
Annual average over the crediting period of estimated reductions (tonnes of CO ₂ e)	

C. Duration of the project activity / Crediting period:**C.1. Duration of the Bundle:****C.1.1. Starting date of the Bundle:**

The starting date of the Bundle is the date on which the implementation or construction or real action of the earliest project activity begins.

C.1.2. Expected operational lifetime of the project activities:

Please state the expected operational lifetime of the project activities in the bundle in years and months.

C.2. Choice of crediting period and related information:

Please state whether the Bundle will use a renewable or a fixed crediting period and complete C.2.1 or C.2.2 accordingly.

Note that the crediting period may only start after the date of registration of the proposed activity as a CDM project activity. In exceptional cases, (see instructions for section C.1.1. above) the starting date of the crediting period may be prior to the date of registration of the project activity as provided for in paragraphs 12 and 13 of decision 17/CP.7, paragraph 1 (c) of decision 18/CP.9 and through any guidance by the Executive Board, available on the UNFCCC CDM web site.

**C.2.1. Renewable crediting period:**

Each crediting period shall be at most 7 years and may be renewed at most two times, provided that, for each renewal, a designated operational entity determines and informs the Executive Board that the original project baseline is still valid or has been updated taking account of new data where applicable.

C.2.1.1. Starting date of the first crediting period:

Please state the dates in the following format: (DD/MM/YYYY).

C.2.1.2. Length of the first crediting period:

Please state the length of the first crediting period in years and months.

C.2.2. Fixed crediting period:

Fixed crediting period shall be at most ten (10) years.

C.2.2.1. Starting date:

Please state the dates in the following format: (DD/MM/YYYY).

C.2.2.2. Length:

Please state the length of the crediting period in years and months

SECTION D. Application of a monitoring methodology:

State whether an overall monitoring plan is being applied to the bundle or separate monitoring plans are being applied to the project activities.

If all project activities in the bundle belong to the same type, same category and technology/measure, a common monitoring plan can be utilized for the bundle with the submission of one monitoring report, under conditions to be specified (e.g. conditions for sampling). In all other cases (if the bundle includes project activities with (a) the same type, same category and different technology/measure; (b) same type, different categories and technologies/measures and; and (c) different types) different monitoring plans will be required for the bundle and separate monitoring reports must be prepared.



Annex 1

CONTACT INFORMATION ON PARTICIPANTS IN THE BUNDLE

Please copy and paste table as needed. Please fill for each organisation listed in section A.3 the following mandatory fields: Organization, Name of contact person, Street, City, Postfix/ZIP, Country, Telephone and Fax or e-mail.