



**GUIDELINES FOR COMPLETING  
THE SIMPLIFIED PROJECT DESIGN DOCUMENT FOR SMALL-SCALE A/R  
(CDM-SSC-AR-PDD) AND THE FORM FOR SUBMISSIONS ON METHODOLOGIES FOR  
SMALL-SCALE A/R CDM PROJECT ACTIVITIES (F-CDM-SSC-AR-Subm)**

**(Version 04)**

**ONCE AMENDMENTS OR NEW SIMPLIFIED METHODOLOGIES HAVE BEEN APPROVED  
THIS DOCUMENT IS TO BE UPDATED**

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**PART I****A. General Information on  
the Simplified Project Design Document for small scale A/R (CDM-SSC-AR-PDD)**

1. These guidelines seek to assist project participants in completing the simplified Project Design Document for Small-Scale A/R project activities (CDM-SSC-AR-PDD) and the form for submission of queries, proposed new categories and/or amendments to the indicative simplified baseline and monitoring methodologies for selected small-scale CDM A/R project activity categories (F-CDM-SSC-AR-Subm).
2. The forms CDM-SSC-AR-PDD and the F-CDM-SSC-AR-Subm were developed by the CDM Executive Board in conformity with the relevant simplified modalities and procedures for the Project Design Document for small scale A/R project activities under CDM as defined in Appendix A “Project Design Document ” to the modalities and procedures for small-scale afforestation and reforestation project activities under the CDM (hereafter referred as “CDM-SSC-A/R modalities and procedures”, see decision 14/CP.10 and its annex contained in document FCCC/CP/2004/10/Add.2.).
3. If project participants wish to submit a small scale afforestation or reforestation (hereafter referred as SSC-A/R) project activity for validation and registration, they shall submit a fully completed CDM-SSC-AR-PDD based on the "simplified baseline and monitoring methodologies for selected small-scale afforestation and reforestation CDM project activities categories". In accordance with decision 14/CP.10, project participants may propose new simplified methodologies or amendments to these simplified monitoring methodologies for project activities that would not fall under the applicability conditions of these baseline and monitoring methodologies. Such proposed new methodologies will be subject to the consideration of the CDM Executive Board.
4. If project participants wish to submit queries and / or proposals for new categories and / or amendments to the simplified baseline and monitoring methodologies for selected small scale A/R CDM project activity categories they shall submit a fully completed F-CDM-SSC-AR-Subm.
5. The CDM-SSC-AR-PDD and F-CDM-SSC-AR-Subm may be obtained electronically from the UNFCCC CDM website (<http://unfccc.int/cdm>), by e-mail ([cdm-info@unfccc.int](mailto:cdm-info@unfccc.int)) or in printed format from the UNFCCC secretariat (Fax: +49-228-815-1999).
6. Terms, which are underlined with a broken line in the CDM-SSC-AR-PDD are explained in the “CDM Glossary of Terms”, available on the CDM UNFCCC website (<http://unfccc.int/cdm>). It is recommended that before or during the completion of the forms that project participants consult the most recent version of the “CDM Glossary of Terms”.
7. Project participants should also consult the section “Guidance – clarifications” available on the UNFCCC CDM website (<http://unfccc.int/cdm>) or available from the UNFCCC secretariat by e-mail ([cdm-info@unfccc.int](mailto:cdm-info@unfccc.int)) or in print via fax (+49-228-815 1999).
8. The Executive Board may revise the CDM-SSC-AR-PDD and F-CDM-SSC-AR-Subm, if necessary.
9. Revisions come into effect, once adopted by the Executive Board, bearing in mind the provisions mentioned in Para 10 and 11 below.
10. Revisions to the CDM-SSC-AR-PDD do not affect small scale A/R project activities that are:



- a) Already validated, or already submitted to the OE for validation prior to the adoption of the revised CDM-SSC-AR-PDD;
- b) Submitted to the OEs within a month of the adoption of the revised CDM-SSC-AR-PDD;
- c) The Executive Board will not accept documentation using previous versions of the CDM-SSC-AR-PDD six months after the adoption of the new version.

11. In accordance with the modalities and procedures for a CDM (“hereafter referred as CDM modalities and procedures”, see decision 3/CMP.1 and its annex, the working language of the Board is English. The CDM-SSC-AR-PDD and F-CDM-SSC-AR-Subm shall therefore be completed and submitted in English language to the Executive Board. However, the CDM-SSC-AR-PDD is available on the UNFCCC CDM website for consultation in all six official languages of the United Nations.

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

13. Tables and their columns shall not be modified or deleted, rows may however be added, as needed.

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

15. If sections of the CDM-SSC-AR-PDD and F-CDM-SSC-AR-Subm are not applicable, it shall be explicitly stated that the section is left blank on purpose.

16. The CDM-SSC-AR-PDD and F-CDM-SSC-AR-Subm are applicable only to small-scale project activities that are afforestation and/or reforestation projects. The CDM-SSC-PDD documentation for other small-scale project activities is available on the UNFCCC CDM website.



## Part II

### A. Information note for Project Design Document for afforestation and reforestation project activities (CDM-SSC-AR-PDD)

1. The CDM-SSC-AR-PDD presents information on the essential technical and organizational aspects of the small-scale afforestation or reforestation (SSC-AR) project activity and is a key input into the validation, registration, and verification of the project as required under the Kyoto Protocol to the UNFCCC. The relevant modalities and procedures are detailed in decision 3/CMP.1, 5/CMP.1 and decision 6/CMP.1 contained in document FCCC/KP/CMP/2005/8/Add.1.
2. The CDM-SSC-AR-PDD contains information on the proposed SSC A/R CDM project activity, the approved baseline and monitoring methodology applied to the proposed SSC A/R CDM project activity. It discusses and justifies the choice of 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-AR-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-AR-PDD, especially whether it satisfies the relevant modalities and procedures concerning the proposed SSC-A/R CDM project activity. Based on this examination, the designated operational entity makes a decision regarding validation of the project.
4. Bearing in mind paragraph 6 of the CDM modalities and procedures<sup>1</sup>, project participants shall submit documentation that contains confidential /proprietary information in two versions:
  - (a) 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.
  - (b) 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).

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<sup>1</sup> Applied mutatis mutandis in the CDM SSC A/R modalities and procedures.



**B. Specific guidelines for completing the Project Design Document for small-scale afforestation and reforestation project activities (CDM-SSC-AR-PDD)**

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**PROJECT DESIGN DOCUMENT FOR SMALL-SCALE AFFORESTATION AND  
REFORESTATION PROJECT ACTIVITIES (CDM-SSC-AR-PDD)**

- A. General description of the proposed small-scale A/R CDM project activity
- B. Application of a baseline and monitoring methodology
- C. Estimation of the net anthropogenic GHG removals by sinks
- D. Environmental impacts of the proposed small-scale A/R CDM project activity
- E. Socio-economic impacts of the proposed small-scale A/R CDM project activity
- F. Stakeholders' comments

**Annexes**

- Annex 1: Contact information on participants in the proposed small-scale A/R CDM project activity
- Annex 2: Information regarding public funding
- Annex 3: Declaration on low-income communities

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

Please indicate:

- The title of the small-scale A/R CDM project activity;
- The version number of the document;
- The date of the document.

**A.2. Description of the proposed small-scale A/R CDM project activity:**

Please include in the description:

- The purpose of the proposed small-scale A/R CDM project activity;
- The view of the project participants of the contribution of the proposed small-scale A/R CDM 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"> <li>• Private entity A</li> <li>• Public entity A ...</li> </ul>	No
Name B	<ul style="list-style-type: none"> <li>• None</li> </ul>	Yes
Name C	<ul style="list-style-type: none"> <li>• None</li> </ul>	No
...	<ul style="list-style-type: none"> <li>• ...</li> </ul>	...

(\*) At the time of making the CDM-SSC-AR-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.

**A.4. Description of location and boundary of the small-scale A/R CDM project activity:****A.4.1. Location of the proposed small-scale A/R CDM 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.4.2. Detail of geographical location and project boundary, including information allowing the unique identification(s) of the proposed small-scale A/R CDM project activity:**

The “project boundary” geographically delineates the small-scale A/R CDM project activity under the control of the project participants.

The small-scale A/R CDM project activity may contain more than one discrete area of land. If a small-scale A/R CDM project activity contains more than one discrete area of land:

- Each discrete area of land should have a unique geographical identification;
- The boundary should be defined for each discrete area and should not include the areas in between these discrete areas of land.

**A.5. Technical description of the small-scale A/R CDM project activity:****A.5.1. Type(s) of small-scale A/R CDM project activity:**

Please use the list of types of SSC A/R CDM project activities and of registered SSC A/R CDM project activities by type available on the UNFCCC CDM website (decision 14/CP.10), please specify the type(s) of SSC A/R CDM project activities into which the proposed SSC A/R CDM project activity falls. If no suitable type(s) of SSC A/R CDM project activities can be identified, please suggest a new type(s) descriptor and its definition, being guided by relevant information on the UNFCCC CDM website.

**A.5.2. A concise description of present environmental conditions of the area, which include information on climate, soils, main watershed, ecosystems, and the possible presence of rare or endangered species and their habitats:**

The concise description of the environmental conditions of the project area should include the following elements:

- Annual precipitation (mm);
- Mean temperature (°C);
- Drought occurrence (yes/no), if yes indicate the frequency;
- Flood occurrence (yes/no), if yes indicated the frequency;
- Frost occurrence (yes/no);
- Occurrence of other extreme events (e.g tornados, fires, hurricanes, etc): For those events occurring please indicate the frequency;
- Indicate whether the type of soils is dominantly Clay (greater than 50% clay content) or Sandy (greater than 50% sand content);
- Name of the main watershed of the region;
- The type of ecosystem (grassland, cropland, wetland or other land);
- Indicate whether there are rare or endangered species present, and if yes, provide the names of these species.

**A.5.3. Species and varieties selected:**

Include the following information:

- Forest type;
- Names of exotic species;
- Type of mixed hardwood species;
- Names of the native species;
- Names of clonal offsprings;
- Names of any other species.

**A.5.4. Technology to be employed by the proposed small-scale A/R CDM project activity:**

This section should include a description of the environmentally safe and sound technologies and know-how which will be employed by the project.

**A.5.5. Transfer of technology/know-how, if applicable:**

This section should specify if and how environmentally safe and sound technologies and know-how which will be employed by the project, will be transferred to the host Party(ies).

**A.5.6. Proposed measures to be implemented to minimize potential leakage as applicable:****A.6. A description of the legal title to the land, current land tenure and land use and rights to tCERs / ICERs issue:**

This description should include the following information:

- The name of the property;
- Information how long is the land in the hands of the current owner;
- How many people live within the boundary of the project activity;
- Whether the project includes a cooperative of small landowners;
- Whether the legal title to the land is in the name of the project participant;
- Whether all carbon pools in a given piece of land are owned by the same person/institution;
- Whether carbon pools are included in the legal title or not.

For the last two elements please provide clarification according to the legislation on land tenure and land use rights applicable in the host country.

- A description of the current land use (Species of crops or trees plant, pasture, etc).

**A.7. Assessment of the eligibility of land:**

For demonstrating the eligibility of land for the SSC A/R CDM project activity, please see the approved small scale methodologies.

**A.8. Approach for addressing non-permanence:**

Please select between:

- Issuance of tCERs
- Issuance of ICERs

In accordance with paragraph 21 and section C of the small-scale CDM A/R modalities and procedures, please specify which of the following approaches to address non-permanence has been selected:

- Issuance of tCERs;
- Issuance of ICERs.

**A.9. Duration of the proposed SSC A/R CDM project activity / Crediting period:****A.9.1. Starting date of the proposed small scale A/R CDM project activity and of the (first) crediting period, including a justification:**

The crediting period shall begin at the start of the small-scale A/R CDM project activity under the CDM. The starting date of a SSC A/R CDM project activity is the date on which the implementation or real action of a small-scale A/R CDM project activity begins, resulting in actual net GHG removals by sinks.

**A.9.2 Expected operational lifetime of the proposed small-scale A/R CDM project activity:**

Please state the expected operational lifetime of the proposed small-scale A/R CDM project activity in years and months as appropriate.

**A.9.3 Choice of crediting period and related information:**

Please state whether the proposed small-scale A/R CDM project activity will use a renewable or a fixed crediting period and complete A.3.1 or A.3.2 accordingly. A.3.1 and A.3.2 are mutually exclusive – please select only one of them.

Note that the crediting period may only start after the date of registration of the proposed small-scale A/R CDM project activity.

**A.9.3.1 Duration of the first crediting period (in years and months), if a renewable crediting period is selected:**

Each crediting period shall be a maximum of twenty (20) 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.

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

**A.9.3.2. Duration of fixed crediting period (in years and months), if selected:**

Fixed crediting period shall be at most thirty (30) years. Please state the length of the crediting period in years and months.

**A.10. Estimated amount of net anthropogenic GHG removals by sinks over the chosen crediting period:**

Please provide the total estimation of net anthropogenic GHG removals by sinks as well as annual estimates for the chosen crediting period. Information on the net anthropogenic GHG removals by sinks shall be indicated using the following tabular format.

Years	Annual estimation of net anthropogenic GHG removals by sinks in tonnes of CO <sub>2</sub> e
Year A	
Year B	
Year C	
Year ...	
<b>Total estimated net anthropogenic GHG removals by sinks (tonnes of CO<sub>2</sub> e)</b>	
<b>Total number of crediting years</b>	
<b>Annual average over the crediting period of estimated net anthropogenic GHG removals by sinks (tonnes of CO<sub>2</sub>e)</b>	

**A.11. Public funding of the proposed small-scale A/R CDM project activity:**

In case public funding from Parties included in Annex I is involved, please provide in Annex 2 information on sources of public funding for the project activity from Parties included in Annex I 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.

**A.12. Confirmation that the small-scale A/R CDM project activity is not a debundled component of a larger project activity:**

The project activity shall not be a debundled component of a larger project activity, as determined through Appendix C of simplified modalities and procedure for small-scale afforestation and reforestation project activities under CDM.

**SECTION B. Application of a baseline and monitoring methodology:**

A "simplified baseline and monitoring methodologies for selected small-scale afforestation and reforestation CDM project activities categories" in the Appendix B of simplified modalities and procedure for small-scale A/R project activities under CDM. Project participants may use the methodology for project categories, which fall under the applicability conditions of the methodology.

**B.1. Title and reference of the approved baseline and monitoring methodology applied to the proposed small-scale A/R CDM project activity:**

Please refer to the UNFCCC CDM website (Appendix B of simplified modalities and procedure for small-scale A/R project activities under CDM) for the title and reference list as well as the details of approved baseline and monitoring methodologies.

**B.2. Justification of the applicability of the baseline and monitoring methodology to the proposed small-scale A/R CDM project activity:**

Please justify the choice of methodology by showing that the proposed small-scale A/R CDM project activity meets the applicability conditions under which the methodology is applicable.

**B.3. Specification of the greenhouse gases (GHG) whose emissions will be part of the proposed small-scale A/R CDM project activity:**

Please specify the GHGs that are expected to be emitted as a result of the implementation of the proposed small-scale A/R CDM project activity, for example, inter alia, emissions from the use of fertilisers and shifting of pre-project activities, as applicable for CDM-SSC-A/R project activities.

**B.4. Carbon pools selected:**

In calculating the baseline net GHG removals by sinks and/or actual net GHG removals by sinks, project participants may choose not to account for one or more carbon pools, and/or emissions of GHGs measured in units of CO<sub>2</sub> equivalents, while avoiding double counting.

Select the carbon pools that are considered in determining actual net GHG removals by sinks and baseline net GHG removals by sinks in the table below in accordance with the proposed new/ approved methodology used. Note that the same carbon pools should be considered in the actual net GHG removals by sinks and the baseline net GHG removals by sinks.



Carbon pools	Selected (answer with yes or no)
Above ground	
Below ground	
Dead wood	
Litter	
Soil organic carbon	

**B.5. Description of strata applied for ex ante estimations:**

Describe how the methodology is applied for defining the strata used for the ex ante estimations in the context of the project activity.

**B.6. Application of baseline methodology to the proposed small-scale A/R CDM project activity:**

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.

**B.7. Description of how the actual net GHG removals by sinks are increased above those that would have occurred in the absence of the registered small-scale A/R CDM project activity:**

Project participants shall demonstrate whether the project activity is additional, using the procedures for the assessment of additionality provided by the selected simplified baseline methodology

**B.8. Application of monitoring methodology and monitoring plan to the small-scale A/R CDM project activity:**

This section shall provide a detailed description of the monitoring plan, including an identification of the data and its quality with regard to accuracy, comparability, completeness and validity, taking into consideration any guidance contained in the methodology.

The monitoring plan needs to provide detailed information related to the collection and archiving of all relevant data needed to:

- Estimate or measure verifiable changes in carbon stocks in the carbon pools and the emissions of GHG occurring within the project boundary, and
- Identify increased emissions outside the project boundary.



The monitoring plan should reflect good monitoring practice appropriate to the type of small-scale A/R CDM project activity. The plan should follow the instructions and steps defined in the approved monitoring methodology. Project participants shall implement the registered monitoring plan and provide data, in accordance with the plan, through their monitoring report.

Please note that data monitored and required for verification and issuance are to be kept for two years after the end of the (last) crediting period.

Please fill the section below in accordance with the approved monitoring methodology selected.

**B.8.1. Data to be monitored: Monitoring of the actual net GHG removals by sinks and leakage:**

The table in the CDM-SSC-AR-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 A/R CDM project activity category contained in Appendix B of the simplified modalities and procedures for small-scale A/R CDM project activities.

**B.8.1.1. Actual net GHG removals by sinks data:**

**B.8.1.1.1. Data to be collected or used in order to monitor the verifiable changes in carbon stock in the carbon pools within the project boundary resulting from the proposed small-scale A/R CDM project activity, and how this data will be archived:**

Monitored data shall be archived for 2 years following the end of the (last) crediting period.

Header of tables and titles of columns shall not be modified and columns shall not be deleted. Please add rows to the table below, as needed.

**B.8.1.2. Data for monitoring of leakage (if applicable):**

Please indicate if leakage will be directly or indirectly monitored. If leakage is not monitored during the implementation of the proposed small-scale A/R CDM project activity, please explain rationale behind it. Please state if not applicable.

**B.8.1.2.1. If applicable, please describe the data and information that will be collected in order to monitor leakage of the proposed small-scale A/R CDM project activity:**

Monitored data shall be archived for 2 years following the end of the (last) crediting period.

Header of tables and titles of columns shall not be modified and columns shall not be deleted. Please add rows to the table below, as needed.



**B.8.2. Briefly describe the proposed quality control (QC) and quality assurance (QA) procedures that will be applied to monitor actual GHG removals by sinks:**

Please refer to the monitoring methodology and refer to data items in tables contained in sections B.4.1.1.1. and B.4.1.2.1 of Draft\_CDM\_SSC\_AR-PDD, as applicable.

**B.8.3. Please describe briefly the operational and management structure(s) that the project operator will implement in order to monitor actual GHG removals by sinks by the proposed small-scale A/R CDM project activity:**

**B.9. Date of completion of the baseline study and the name of person(s)/entity(ies) determining the baseline and the monitoring methodology:**

Please provide contact information and indicate if the person/entity is also a project participant listed in Annex 1 of this document.

**SECTION C. Estimation of ex ante net anthropogenic GHG removals by sinks:**

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

**C.1. Estimated baseline net GHG removals by sinks:**

Please provide a transparent ex-ante estimation of the baseline net GHG removals by sinks, applying all relevant equations provided in the approved methodology. Estimates should be given for each carbon pool, source, in units of CO<sub>2</sub> equivalent.

**C.2. Estimate of the actual net GHG removals by sinks:**

Please provide a transparent ex-ante estimation of the sum of verifiable changes in carbon stocks attributable to the implementation of the proposed small-scale A/R CDM project activity within the project boundary expected during the crediting period, applying all relevant equations provided in the approved methodology

**C.3. Estimated leakage:**

If applicable, please provide estimate of any leakage, defined as: the increase of anthropogenic emissions by sources of GHG which occurs outside the project boundary, and that is measurable and attributable to the proposed small-scale A/R CDM project activity. Estimates should be given for each gas, source, in units of CO<sub>2</sub> equivalent. Please state if not applicable as per the modalities and procedure for small-scale A/R project activities under CDM.



**C.4. The sum of C.2. minus C.1. minus C.3. representing the net anthropogenic GHG removals by sinks of the proposed small-scale A/R CDM project activity:**

**C.5. Table providing values obtained when applying equations from the approved methodology above:**

The result of the application of the equations from approved methodology above shall be indicated using the following tabular format.

Year	Estimation of baseline net GHG removals by sinks (tonnes of CO <sub>2</sub> e)	Estimation of actual net GHG removals by sinks (tonnes of CO <sub>2</sub> e)	Estimation of leakage (tonnes of CO <sub>2</sub> e)	Estimation of net anthropogenic GHG removals by sinks (tonnes of CO <sub>2</sub> e)
Year A				
Year B				
Year C				
Year ...				
<b>Total</b> (tonnes of CO <sub>2</sub> e)				

**SECTION D. Environmental impacts of the proposed small-scale A/R CDM project activity:**

**D.1. Provide analysis of the environmental impacts, including transboundary impacts (if any):**

**D.2. If any negative impact is considered significant by the project participants or the host Parties, a statement that project participants have undertaken an environmental impact assessment, in accordance with the procedures required by the host Party, including conclusions and all references to support documentation:**

If applicable, please provide a short summary and attach documentation to the CDM-SSC-AR-PDD.

**D.3. Description of planned monitoring and remedial measures to address significant impacts referred to in section D.2. above:**

**SECTION E. Socio-economic impacts of the proposed small-scale A/R CDM project activity:**

**E.1. Provide analysis of the socio-economic impacts, including transboundary impacts (if any):**



**E.2. If any negative impact is considered significant by the project participants or the host Party, a statement that project participants have undertaken a socioeconomic impact assessment, in accordance with the procedures required by the host Party, including conclusions and all references to support documentation:**

If applicable, please provide a short summary and attach documentation to the CDM-SSC-AR-PDD.

**E.3. Description of planned monitoring and remedial measures to address significant impacts referred to in section E.2. above:**

#### **SECTION F. Stakeholders' comments:**

**F.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 an small-scale A/R CDM project activity in a manner which allows the local stakeholders to understand the proposed small-scale A/R CDM project activity, taking into account confidentiality provisions of the CDM modalities and procedures.

**F.2. Summary of the comments received:**

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

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

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

**Annex 1****CONTACT INFORMATION ON PARTICIPANTS IN THE PROPOSED SMALL-SCALE A/R CDM 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 on sources of public funding for the proposed small-scale A/R CDM 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****DECLARATION ON LOW-INCOME COMMUNITIES**

Please provide a written declaration that the proposed small-scale afforestation or reforestation project activity under the CDM is developed or implemented by low-income communities and individuals as determined by the host Party.



### PART III

#### **A. General Information 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 8 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-AR-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 A/R CDM project activities. 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;
- 3) The submissions will be considered by the A/R WG at its next meeting, if presented at least four weeks in advance.

Given that the four types of eligible small-scale A/R project activities are mutually exclusive, project participants submitting a new category of projects shall first consider whether it belongs to type I (grassland to forestland) or type II (cropland to forestland) and if not eligible under the two previous types, type III (wetland to forestland) and type IV (settlement to forestland). For information regarding deliberations of the A/R WG please refer to the section on panels / working groups of the UNFCCC CDM website (<http://unfccc.int/cdm>).

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## History of the document

Version	Date	Nature of revision(s)
04	EB 35, Annex 23 19 October 2007	<ul style="list-style-type: none"><li>• Section A in part II has been restructured;</li><li>• Annex 3 in Part II has been added to include a statement on low-income communities.</li></ul>
03.1	13 April 2007	<ul style="list-style-type: none"><li>• 06 in the version column was wrongly indicated and has been changed to 3.1.</li></ul>
06	EB 28, 22 December 2006	<ul style="list-style-type: none"><li>• Section A4.5 has been amended to reflect that appendix A of the approved small scale methodologies is to be used for the demonstration of the eligibility of land for the SSC A /R CDM project activity;</li><li>• Glossary of terms has been removed and is available on the CDM website.</li></ul>
02	EB 26, Annex 25 29 October 2006	<ul style="list-style-type: none"><li>• Part III reflects that the A/R WG and not the SSCWG will consider submissions of simplified A/R baseline and monitoring methodologies.</li></ul>
01	EB 23, Annex 16(a) and 16(b) 03 March 2006	<ul style="list-style-type: none"><li>• Initial adoption</li></ul>