



Registration - Completeness check				
		Item to check	EB 48 Annex 60	Notes
COMPLETENESS	1	A project design document form (CDM-PDD) is submitted	8 (a)	
	2	Additional annexes to the PDD	8 (g) 9 (b)	Information on additionality and determination of the baseline is provided in a transparent manner. Where spreadsheets are provided on a confidential basis, PDF copies are submitted.
	3	Validation Report is submitted	8 (b)	
	4	Valid Letter of Approval/ Authorization are submitted	8 (c),(d)	For each project participant.
	5	Modalities of communication is submitted	8 (e)	
	6	Registration request form is submitted	8 (f)	
	7	All documents are in English or contain a full translation of relevant sections into English	9 (c)	
	8	Cross-referencing and versioning within and between documents are accurate	9 (d)	
	9	Information market as confidential or proprietary which has been submitted does not relate to the determination of additionality or the baseline	9 (e)	
	10	Version of the methodology being applied is valid at the point of submission	9 (f)	
Additional Notes	1	Letter of Approval/Authorization		Letters of Approval/Authorization issued by the same country are merged in one file.
	2	Bundle form for small-scale CDM activities (CDM-SSC-Bundle) is submitted		For bundled SSC project activities
	3	DOEs accredited for all the scopes required by the methodologies		Sectoral scopes correspond to the methodologies used.
	4	Proof of payment is uploaded.		Proof of payment is uploaded.
	5	PDD for global stakeholder consultation is accessible through publicly available information.		
	6	Geo coordinates of the project site are provided in the view page.		For project activities with multiple geo-coordinates and for Afforestation/Reforestation project activities documents containing the geo-coordinates can be uploaded.



	7	Correct templates are used. None of the documents contain blank pages, formatting inconsistencies or errors in references.		
	8	All files required are uploaded and can be opened and viewed.		
	9	Dates, versions, revisions, stamps, signatures are consistent among the documents		
	10	The spreadsheets supplied are an assessable (unprotected) format		
CONSISTENCY	1	Project title	7 (b)	PDD
				PDD-GSC
				Validation Report
				Letters of Approval/Authorization
				Modalities of Communication
				Registration request form
				Project view page
	2	Parties		PDD
				PDD-GSC
				Validation Report
				Letters of Approval/Authorization
				Modalities of Communication
				Registration request form
				Project view page
	3	Participants		PDD
				PDD-GSC
				Validation Report
				Letters of Approval/Authorization
				Modalities of Communication
				Registration request form
				Project view page



	4	Scope and Methodology	PDD
			PDD-GSC
			Validation Report
			Registration request form
			Project view page
	5	Activity Scale	PDD
			PDD-GSC
			Validation Report
			Registration request form
			Project view page
	6	Amount of Reductions	PDD
			PDD-GSC
			Validation Report
			Project view page
	7	Project starting date	PDD
			PDD-GSC
			Validation Report
			Project view page
	8	Project location	PDD
			PDD-GSC
			Validation Report
			Project view page



History of the Document

Version 01.0	10 June 2010* <i>*prepared by the secretariat and published on the CDM website as requested by the Board (EB 54, Paragraph 57, 28 May 2010)</i>	Decision Class: Regulatory Business Function: Registration
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