



DRAFT

Annex 15

DRAFT PROCEDURES FOR REQUESTING WITHDRAWAL OF REQUEST FOR ISSUANCE OF CERTIFIED EMISSION REDUCTIONS

A. Background

1. Paragraph 63 of the Modalities and procedures for a clean development mechanism stipulates that the DOE shall, based on its verification report, certify in writing that, during the specified time period, the project activity achieved the verified amount of reductions in anthropogenic emissions by sources of greenhouse gases that would not have occurred in the absence of the CDM project activity. It shall inform the project participants, Parties involved and the Executive Board of its certification decision in writing immediately upon completion of the certification process and make the certification report publicly available.
2. In accordance with paragraph 64 of the CDM M&P, the certification report shall constitute a request for issuance to the Executive Board of CERs equal to the verified amount of reductions of anthropogenic emissions by sources of greenhouse gases.
3. The request for issuance, once submitted and published¹, is deemed final and a withdrawal of the request for issuance of CERs is considered as cancellation of the written certification of the verified amount of emission reductions.
4. To ensure consistency, enhance transparency and provide guidance to PP and DOE regarding the requirements and procedures to withdraw a request for issuance, the Executive Board hereby adopts the following procedures.

B. Applicability

5. The procedure shall be applied if a DOE wishes to request the withdrawal of a request for issuance submitted to the Executive Board in cases where:
 - (a) The project participants voluntarily wishes to withdraw the request for issuance for the specified monitoring period²;
 - (b) The DOE has revised its verification report and/or certification decision based on new insights.
6. The types of request for withdrawal of request for issuance include:
 - (a) Type 1: The DOE requests the withdrawal of the request for issuance prior to the publication of the request for issuance;
 - (b) Type 2: The DOE requests the withdrawal of the request for issuance during the 15 day period for requesting a review;

¹ As per “Procedure relating to verification report and certification report/request for issuance of CERs”.

² In such cases the DOE shall process the request expeditiously.

**DRAFT**

- (c) Type 3: The DOE requests the withdrawal of the request for issuance subsequent to receiving a request for review.

C. Submission of a request for withdrawal of request for issuance of CERs

7. The DOE shall submit to the secretariat the form for submission of a request for withdrawal of a request for issuance “CDM: Request for withdrawal form” (F-CDM-WI) dully completed by uploading it through the dedicated internet interface on the UNFCCC CDM website.

D. Processing Request for Withdrawal of Request for Issuance of CERs

8. Upon receipt of the request for withdrawal, the secretariat shall as soon as possible check the documents submitted.
9. The procedures applicable to each type of withdrawal as defined in paragraph 6 are as follows:
- (a) For Type 1: The request for issuance for the specified monitoring period will not be marked “withdrawn”. If the DOE re-submits the request for issuance for the same monitoring period after such a withdrawal, the resubmission shall be treated as a new submission.
 - (b) For Type 2: The request for issuance for the specified monitoring period will be marked “withdrawn”. If the DOE intends to re-submit the request for issuance for the same monitoring period after such a withdrawal, the DOE may re-submit the request without requesting permission from the Executive Board.
 - (c) For Type 3: The request for issuance for the specified monitoring period will be marked “withdrawn”. Type 3 requests must be submitted and considered complete two weeks prior to Executive Board meeting at which the request for review/review/corrections have been scheduled to be considered. If the DOE intends to re-submit the request for issuance for the same monitoring period after such a withdrawal, the DOE shall request a permission to the Executive Board to re-submit such a request.
10. Submission of requests for withdrawal will be incorporated into the framework for addressing non-compliance by DOEs.




DRAFT

FORM FOR SUBMISSION OF REQUESTS FOR WITHDRAWAL OF
REQUEST FOR ISSUANCE

(Version 01)

F-CDM-WI

 <p style="text-align: center;">CDM: Form for submission of requests for withdrawal of request for issuance (Version 01)</p> <p style="text-align: center;"><i>(To be used by the DOE for requesting withdrawal of a request for issuance)</i></p>	
Name of the entity (DOE) submitting this form	
Project Ref./Title of the project activity	
Title/Subject (give a short title or specify the subject of your submission, maximum 200 characters):	
Specify the monitoring period for which the request is valid:	
Basis of request to withdraw	<input type="checkbox"/> PP voluntarily wishes to withdraw the request for issuance for the specified monitoring period <input type="checkbox"/> DOE has revised its verification report and/or certification decision based on new insights
Type of withdrawal	<input type="checkbox"/> Type 1 - Request for withdrawal prior to the publication of the request for issuance <input type="checkbox"/> Type 2: Request for withdrawal during the 15 day period for requesting a review <input type="checkbox"/> Type 3: Request for withdrawal subsequent to receiving a request for review



DRAFT

Description of the request for withdrawal of request for issuance of CERs	
Please use the space below to describe the request for withdrawal and explain the reasons for such a request for withdrawal.	
>> [replace this bracket with text, the field will expand automatically with size of text]	
<i>The DOE's confirmation on the project participant's consent</i>	<input type="checkbox"/> The DOE hereby confirms that it has notified project participant's on this request for withdrawal (in cases where the DOE has revised its verification report and/or certification decision).
Confirmation on withdrawal	<input type="checkbox"/> The DOE confirms that the verification report and certification decision already submitted to the Board for the monitoring period specified above are hereby nullified in their totality and the request for issuance is withdrawn.
<i>Date and signature of the DOE</i>	[Please print out the name and provide the signature]
Link to the documentation made available at validation stage or documentation relating to the request for withdrawal	http://
