

CDM-EB73-AA-A13

Draft Procedure

Development, revision, clarification and
update of standardized baselines

Version 01.0

DRAFT

COVER NOTE

1. Procedural background

1. The attached draft procedure was developed in accordance with the “Workplan of the CDM Executive Board for 2013” as a planned product under Project 110: Standardized Baselines.

2. Purpose

2. The purpose of the development of this procedure is to:
 - (a) Introduce new processes for revision, clarification and update of approved standardized baselines with methodology (ASBMs) and approved standardized baselines without methodology (ASBs);
 - (b) Improve the effectiveness and clarity of the existing process to develop new standardized baselines drawing on lessons learned.

3. Key issues and proposed solutions

3. Key issues and proposed solutions for the Board’s consideration are:
 - (a) **Definitions of SBM and SB:** Paragraphs 9 and 10 of this draft procedure propose the definitions of standardized baseline with methodology (SBM) and standardized baseline without methodology (SB). It is recommended to agree on these definitions since they form the foundation of the processes in this draft procedure;
 - (b) **Reformatting of proposed standardized baseline:** There was no clear link between a proposed standardized baseline (PSB), and ASBM and ASB in the “Procedure for the submission and consideration of standardized baselines (Version 02.0)”. The draft procedure proposes that the secretariat reformat the PSB into the form of a Draft standardized baseline with methodology (DSBM) or Draft standardized baseline without methodology (DSB) if the recommendation to the Board is to approve the proposed standardized baseline;
 - (c) **Grace period for the previous version of revised ASBM or ASB:** The draft procedure proposes that the previous version shall continue to be valid for 240 days (eight months) from the date that the major revision becomes effective. The 240-day period could be reduced if the Board considers that it is too long against the three-year validity of ASBM or ASB;
 - (d) **Deviation process in revised PS/VVS/PCP:** Deviation from an ASBM follows a very similar process to that in section 4.5 of the CDM project cycle procedure since the deviation from an ASBM is proposed to apply only to a non-standardized section(s) of an ASBM. It is recommended that the deviation process is addressed under the “revised PS/VVS/PCP/PNM guidelines for SB

elements”, which is also a planned product under Project 110 in 2013. This will enhance the simplicity and usability of the regulatory framework;

- (e) **Implementation plan:** Considering the time required to draft and revise various forms referred to in the draft procedure and modify the website and IT workflow to support the new process, it is recommended to make the procedure effective four months after the adoption of the procedure.

4. Impacts

4. Parties, project participants, international industry organizations, DOEs, admitted observer organizations or any other stakeholders would benefit from the improved clarity in developing standardized baselines and reduced procedural uncertainty in revising, clarifying and updating ASBMs and ASBs.
5. All stakeholders would benefit from the transparency of the process, in particular top-down processes.

5. Proposed work and timelines

6. It is proposed that:
 - (a) The secretariat conducts a public call for inputs and consultation with DNAs on a revised draft procedure that will have incorporated the Board’s consideration on this draft at its seventy-third meeting;
 - (b) The secretariat further revises the draft procedure based on inputs from the public and DNAs;
 - (c) The Board considers adoption of the draft revised procedure at its seventy-fourth meeting;
 - (d) The Board also considers and decides on the implementation plan at its seventy-fourth meeting, taking into account, inter alia, the time required for developing the forms, website, IT system and training.

6. Recommendations to the Board

7. It is proposed that the Board provide guidance especially on key issues and proposed solutions in paragraph 3 above and agree on the proposed work and timeline, in view of considering the adoption at its seventy-fourth meeting.

7. References

8. The draft procedure supersedes the “Procedure for the submission and consideration of standardized baselines (Version 02.0)” on the date when this procedure enters into force. Bottom-up submissions of proposed standardized baselines prior to the effective date of this draft procedure shall follow the “Procedure for the submission and consideration of standardized baselines (Version 02.0)”.

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1. Introduction

1. At its sixth session, the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) decided that Parties, project participants, as well as international industry organizations or admitted observer organizations through the host country's designated national authority (DNA), may submit proposals for standardized baselines applicable to new or existing methodologies, for consideration by the Executive Board of the clean development mechanism (hereinafter referred to as the Board).
2. At its sixty-third meeting, the Board adopted the "Procedure for the submission and consideration of standardized baselines" with a view to introducing the process to develop proposed new standardized baselines.
3. At its seventy-second meeting, the Board adopted the "Workplan of the CDM Executive Board for 2013", which contains the "Procedure for standardized baseline revisions, clarifications, updates and deviations" as a planned product under Project 110: Standardized Baselines. In order to clarify processes subsequent to the development of standardized baselines, this procedure sets out the processes for revision, clarification and update of approved standardized baselines with methodology (hereinafter referred to as ASBMs) and approved standardized baselines without methodology (hereinafter referred to as ASBs). [*THE FOLLOWING IS PROPOSED*: At its seventy-fourth meeting, the Board decided that the "Revised PS/VVS/PCP/PNM guidelines for SB elements", which is also a planned product under Project 110, addresses the procedure for the deviation process as the deviation from ASBMs applies only to a non-standardized section(s) of ASBMs.]

2. Scope, applicability and entry into force

2.1. Scope

4. The procedure for development, revision, clarification and update of standardized baselines (hereinafter referred to as this Procedure) defines the process to develop new standardized baselines as well as to revise, clarify and update ASBMs and ASBs.

2.2. Applicability

5. The process to develop new standardized baselines in this Procedure applies only to proposed new standardized baselines developed using the "Guidelines for the establishment of sector specific standardized baselines", or an approved baseline and monitoring methodology or methodological tool. ~~If project participants wish to use a standardized baseline developed using these guidelines for a proposed clean development mechanism (CDM) project activity or a programme of activities, they shall do so only by one of the following means:~~
 - ~~(a) Applying the standardized baseline to an existing approved methodology or tool;~~
~~or~~
 - ~~(b) Applying it to a new methodology or a revised methodology or tool, if there is no approved methodology or tool available that the proposed standardized baseline can apply to. In this case, the project participants shall propose a new~~

~~methodology or a revision to an existing approved methodology or tool in accordance with a relevant procedure on submission and approval of proposed new methodologies or requests for revision to approved methodologies or tools, respectively~~

This Procedure does not contain the process to develop a new standardized baseline using new methodological approaches. Those who wish to develop a new standardized baseline using such a new methodological approach may submit the proposed new methodological approach in accordance with ~~a relevant procedure on submission and approval of proposed new methodologies or requests for revision to approved methodologies or tools, respectively~~ the “Procedure: development, revision and clarification of baseline and monitoring methodologies and methodological tools”.

2.3. Entry into force

6. This Procedure shall be effective from *[DATE FOUR MONTHS AFTER THE ADOPTION IS PROPOSED TO BE INSERTED]*.

3. Normative references

7. The following referenced documents are indispensable for the application of this Procedure:
 - (a) Clean development mechanism project cycle procedure;
 - (b) Guidelines for quality assurance and quality control of data used in the establishment of standardized baselines.

4. Definitions

8. A “standardized baseline” is a baseline established for a Party or a group of Parties to facilitate the calculation of emission reductions and removals and/or the determination of additionality for CDM project activities, while providing assistance for assuring environmental integrity.¹
9. A “standardized baseline with methodology” (SBM) is a standardized baseline, where a section(s) in the baseline and monitoring methodology (hereinafter referred to as a methodology) for additionality demonstration and/or baseline scenario establishment, and/or baseline emission estimation has been standardized while the other sections in the methodology have been customized, with a view to estimating emission reduction under the specific contexts of the applicable geographical area.
10. A “standardized baseline without methodology” (SB) is a standardized baseline, where the baseline scenario establishment and baseline emission factor have been standardized, with associated definitions, scope, applicability, entry into force and validity, for use in combination with an applicable approved methodology(ies) with a view to estimating emission reduction under the specific contexts of the applicable geographical area.

¹ Decision 3/CMP.6, paragraph 44.

5. Development of standardized baseline

5.1. Bottom-up process

5.1.1. Submission of proposed standardized baselines

11. Parties, project participants, international industry organizations or admitted observer organizations² (hereinafter in section 5.1 referred to as the proponent) may propose a standardized baseline through the DNA of a Party for which the standardized baseline is proposed. The DNA shall subsequently submit the proposed standardized baseline to the secretariat.
12. Where the proposed standardized baseline is developed for a group of Parties, it shall be approved by the DNAs of all these Parties. In this case, following the receipt of approval from all these DNAs, any one of the DNAs shall submit the proposed standardized baseline to the secretariat in accordance with this Procedure.
13. The DNA submitting the proposed standardized baseline shall upload to the UNFCCC CDM website the following documentation:
 - (a) The duly completed “Proposed standardized baseline submission form” (form F-CDM-PSB-FORM);
 - (b) All additional documentation supporting the submission (e.g. relevant data, documentation, statistics, studies, etc.), where applicable. Data used to establish the proposed baseline shall be provided in a sector-specific data template published by the secretariat on the UNFCCC CDM website. If no applicable data template is available on the UNFCCC CDM website at the time of the DNA’s submission of the proposed standardized baseline, the proponent of the standardized baseline shall propose a sector-specific data template for its publication, or, if applicable, request the revision or clarification of a published data template in accordance with the modalities in Appendix 1 to this Procedure;
 - (c) An assessment report on the quality of the data collection, processing and compilation to establish the proposed standardized baseline in accordance with the “Guidelines for quality assurance and quality control of data used in the establishment of standardized baselines”. The assessment report shall be prepared by a designated operational entity (DOE) contracted by the DNA or any other entity under the agreement with the DNA. If the DNA is of a Party that has 10 or fewer registered CDM project activities as of 31 December 2010, or represents a group of Parties, each of which has 10 or fewer registered CDM project activities as of 31 December 2010, the DNA may apply for funding from the secretariat for the DOE’s preparation of the assessment report in accordance with the modalities in Appendix 2 to this Procedure;
 - (d) A letter(s) of approval on the proposed standardized baseline from the DNA(s) to which it applies.

² The definition of “admitted observer organization” can be found at <http://unfccc.int/resource/ngo/art7_6.pdf>.

14. If there is no approved methodology or tool available that the proposed standardized baseline can use to estimate emission reductions, a proposed new methodology or a proposed revision to an existing approved methodology or tool shall be submitted in accordance with the "Procedure: development, revision and clarification of baseline and monitoring methodologies and methodological tools". In this case, the DNA shall refer to the proposed new methodology or proposed revised methodology or tool in the form CDM-PSB-FORM referred to in paragraph 13(a).
15. Notwithstanding the provision in paragraph 13, for a Party with 10 or fewer registered CDM project activities as of 31 December 2010, the assessment report referred to in paragraph 13(c) may be omitted in up to the first three (3) submissions of a proposed standardized baseline regardless of the sector for the Party. This exception shall not apply for the submissions of proposed standardized baselines for a group of Parties made in accordance with paragraph 12.
16. No fee shall be payable to the secretariat for the submission of the proposed standardized baseline.

5.1.2. Initial assessment

17. The secretariat shall undertake an initial assessment of the submission within 21 days of receipt of the submission. The secretariat shall assess whether:
- The ~~form F~~ CDM-PSB-FORM, including the name and contact details of the proponent of the proposed standardized baseline, has been duly completed;
 - The proposed standardized baseline was derived from an approved methodology or tool, or from the "Guidelines for the establishment of sector specific standardized baselines";
 - The DNA submitted all the information required for consideration of the proposed standardized baseline (e.g. studies referred to in the proposed standardized baseline documents);
 - An assessment report was submitted presenting how the data were collected, processed and compiled to establish the proposed standardized baseline and includes a positive opinion on whether the data were collected and processed in accordance with relevant procedures or guidelines adopted by the Board.
18. The secretariat shall inform the DNA of the outcome of the initial assessment. If the secretariat finds that the required documentation or information is incomplete, it shall notify the DNA and the proponent of the proposed standardized baseline accordingly. In this case, the DNA should provide the missing documents or information within 42 days of the notification.
19. The secretariat shall conclude the initial assessment within 14 days of receipt of missing documents or information and inform the DNA of the conclusion of the initial assessment. If the DNA fails to provide the missing documents or information within the deadline, the secretariat shall suspend processing the submission any further until it receives the missing documents or information.

5.1.3. Preparation of recommendation

20. Within 28 days of successful conclusion of the initial assessment, the secretariat shall:
 - (a) Assign a reference number to the proposed standardized baseline;
 - (b) Make the submitted documentation publicly available on the UNFCCC CDM website with the exception of information declared confidential and/or proprietary by the DNA. Information used to describe the baseline methodology and its application shall not be considered proprietary or confidential;
 - (c) In the case referred to in paragraph 15, prepare an assessment report presenting how the data were collected, processed and compiled to establish the proposed standardized baseline in accordance with the “Guidelines for quality assurance and quality control of data used in the establishment of standardized baselines”;
 - (d) Prepare a draft recommendation on the proposed standardized baseline, using the form “Proposed standardized baseline recommendation submission form” (CDM-PSB-REC-FORM).
21. The secretariat shall include in its draft recommendation one of the following courses of action:
 - (a) To approve the proposed standardized baseline;
 - (b) To request further input (e.g. additional information or modification to the submitted documentation) from the DNA; or
 - (c) Not to approve the proposed standardized baseline.
22. In preparing the draft recommendation, the secretariat may draw upon external expertise, depending on the technical complexity of the proposed standardized baseline, such as experts on the roster of experts for desk reviews of baseline and monitoring methodologies or consultants.
23. The secretariat shall select two (2) members of a panel or working group and forward its draft recommendation to them.
24. The two (2) selected members of a panel or working group shall, within seven (7) days of receipt of the draft recommendation, independently assess the proposed standardized baseline and the draft recommendation, and inform the secretariat of the outcome of their assessment.
25. If both of the selected members of a panel or working group agree to the draft recommendation to approve or not to approve the proposed standardized baseline, the secretariat shall forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website.
26. If the draft recommendation is to approve the proposed standardized baseline in paragraphs 25, 29, 31 and 34, before forwarding it as the recommendation to the Board, the secretariat shall reformat the proposed standardized baseline into the form of Draft standardized baseline with methodology (hereinafter referred to as DSBM) or Draft standardized baseline without methodology (hereinafter referred to as DSB) unless it has been already reformatted. The secretariat shall forward the DSBM or DSB to the two

selected panel or working group members, or panel or working group. The two selected panel or working group members, or panel or working group, shall finalize the consideration within seven days of receipt of it or at its next meeting, respectively. The secretariat shall communicate the DSBM or DSB to the DNA. The DNA shall confirm that it is acceptable or request modifications to it within the time frame defined by the two selected panel or working group members, or the panel or working group. If the DNA does not respond accordingly by this deadline, the forwarding of the recommendation to the Board may be delayed accordingly.

27. If both of the selected members of a panel or working group agree that the draft recommendation requires further input from the DNA, the secretariat shall notify the DNA and the proponent of the proposed standardized baseline accordingly. The DNA should submit the requested input within 28 days of the notification. If the DNA submits inputs including new data, the DNA should resubmit the assessment report referred to in paragraph 11(c) in accordance with the “Guidelines for quality assurance and quality control of data used in the establishment of standardized baselines”. If the DNA fails to provide the requested input within the deadline, the secretariat shall suspend processing the submission any further until it receives the requested input.
28. The secretariat shall assess the further input submitted by the DNA. If the secretariat finds that it is still not sufficient to recommend that the proposed standardized baseline be approved or not approved, the secretariat may initiate a direct communication with the DNA and/or the proponent of the proposed standardized baseline via e-mail or telephone conference to clarify remaining issues.
29. The secretariat shall revise the draft recommendation taking into account the further input and direct communication with the DNA and/or the proponent of the proposed standardized baseline, as applicable, to recommend that the proposed standardized baseline be either approved or not approved. The secretariat shall forward it as the recommendation to the Board, and make it publicly available on the UNFCCC CDM website. Before sending the recommendation to the Board, depending on the complexity of the case, the secretariat may forward the revised draft recommendation to the two (2) selected members of a panel or working group for their consideration. In this case, the steps in paragraphs 25 or 30–34 shall apply.
30. If at least one selected member of a panel or working group disagrees with the draft recommendation or requests that it be considered by a panel or working group, the secretariat shall forward the draft recommendation to the relevant panel or working group. The panel or working group shall consider the proposed standardized baseline and the draft recommendation at its next meeting, provided it is received at least 14 days before the meeting; otherwise it shall be considered at the subsequent meeting.
31. The panel or working group shall finalize its consideration within two (2) meetings, unless it finds that further input from the DNA or guidance from the Board is required. In case further input from the DNA or guidance from the Board is sought, the panel or working group shall finalize its consideration at the meeting immediately following receipt of such input or guidance. In its finalization of consideration, the panel or working group shall conclude to recommend that the proposed standardized baseline be either approved or not approved. The secretariat shall forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website.

32. If the panel or working group finds that further input from the DNA is required, the secretariat shall notify the DNA and the proponent of the proposed standardized baseline accordingly. In this case, the DNA should submit the requested input within 28 days of the notification. If the DNA fails to submit the requested input within the deadline, the secretariat shall suspend processing the submission any further until it receives the requested input.
33. The secretariat shall assess the further input submitted by the DNA. If the secretariat finds that the further input is still not sufficient to recommend that the proposed standardized baseline be approved or not approved, the secretariat may initiate a direct communication with the DNA and/or the proponent of the proposed standardized baseline via e-mail or telephone conference to clarify remaining issues.
34. The secretariat shall revise the draft recommendation taking into account the further input and direct communication with the DNA and/or the proponent of the proposed standardized baseline, as applicable, to recommend that the proposed standardized baseline be either approved or not approved. The secretariat shall forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website. Before sending the recommendation to the Board, depending on the complexity of the case, the secretariat may forward the revised draft recommendation to the panel or working group for their final consideration. In this case, the panel or working group shall conclude to recommend that the proposed standardized baseline be either approved or not approved. The secretariat shall forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website.

5.1.4. Consideration by the Board

35. If no member of the Board objects to the recommendation received in accordance with paragraph 25, 29, 31 or 34 within 28 days of receipt of the recommendation, the recommended course of action shall be deemed to be the decision adopted by the Board.
36. An objection by a member of the Board shall be made by notifying the Chair of the Board through the secretariat, giving reasons in writing. The secretariat shall acknowledge receipt of the objection and make it available to the Board.
37. If a member of the Board objects to the recommendation more than 14 days prior to the next Board meeting, the case shall be placed on the agenda of the next Board meeting; otherwise it shall be placed on the agenda of the subsequent Board meeting.
38. If the Board considers the case at its meeting, it shall decide on the course of action at the meeting.
39. The course of action referred to in paragraph 38 shall be:
 - (a) To approve the **DSBM or DSB proposed standardized baseline**;
 - (b) Not to approve the **DSBM or DSB proposed standardized baseline**;
 - (c) To continue the consideration of the **DSBM or DSB proposed baseline** at the next Board meeting; or
 - (d) To request a relevant panel or working group to review the recommendation and provide guidance on the modalities of the review.

40. Once a decision has been made by the Board, the secretariat shall inform the DNA of the decision and any guidance provided by the Board as applicable, and make the decision and guidance publicly available on the UNFCCC CDM website.
41. If the **DSBM or DSB proposed standardized baseline** is not approved, the DNA or any other DNA of Parties for which the standardized baseline is proposed may at any time resubmit a proposed standardized baseline with revised documentation. Upon submission of the revised documentation the submission shall be treated as a new submission of a proposed standardized baseline.

5.2. Top-down process

5.2.1. Initiation

42. The Board may decide to develop a DSBM or DSB at any time after receiving the agreement with the DNA of a Party for which the DSBM or DSB is proposed using the form "DSBM and DSB development agreement" form (CDM-DDDA-FORM).
43. The secretariat may propose to the Board that it develop a DSBM or DSB at any time after receiving the agreement with the DNA of a Party for which the DSBM or DSB is proposed using the CDM-DDDA-FORM. In this case, the Board shall consider the proposal and decide whether to develop a DSBM or DSB.

5.2.2. Preparation of DSBM or DSB

44. If the Board decides to develop a DSBM or DSB in accordance with paragraph 42 or 43, the secretariat shall prepare a draft development plan of the DSBM or DSB using the form "DSBM and DSB development plan" form (CDM-DDDP-FORM), identifying, inter alia, the scope, applicability and time frame for development of the DSB or DSB.
45. The secretariat shall select two members of the relevant methodological panel or working group and forward the draft development plan to them for their review. The selected members shall provide input on the draft development plan within five days of receipt of it.
46. The secretariat shall finalize the development plan taking into account the input from the selected members of the relevant methodological panel or working group within five days of receipt of the input.
47. The secretariat shall prepare a DSBM or DSB using the form "DSBM and DSB development" form (CDM-DDDD-FORM) in accordance with the development plan.
48. In preparing the DSBM or DSB, the secretariat may draw upon external expertise, depending on the technical complexity of the DSBM or DSB, by selecting a maximum of two independent experts from the roster of experts for desk reviews, to review the DSBM or DSB. If the secretariat does not find suitable and available experts on the roster, it may use the services of experts not included on the roster.
49. The secretariat shall select two (2) members of a panel or working group and forward the DSBM or DSB to them.

50. The two (2) selected members of a panel or working group shall, within seven (7) days of receipt of the DSBM or DSB, independently assess the DSBM or DSB, and inform the secretariat of their recommendation indicating one of the following courses of action:
- (a) To approve the DSBM or DSB;
 - (b) To request further input (e.g. additional information or modification to the submitted documentation) from the DNA; or
 - (c) To request that the DSBM or DSB be considered by a panel or working group.
51. If both of the selected members of a panel or working group recommend that the DSBM or DSB be approved, the secretariat shall forward it to the Board and make it publicly available on the UNFCCC CDM website.
52. In the cases referred to in paragraphs 51, 55, 57 and 60, before forwarding it to the Board, the secretariat shall communicate the DSBM or DSB to the DNA. The DNA shall confirm that it is acceptable or request modifications to it within the time frame defined by the two selected panel or working group members, or the panel or working group. If the DNA does not respond accordingly by this deadline, the forwarding of the DSBM or DSB to the Board may be delayed accordingly.
53. If at least one selected member of a panel or working group recommends that the DSBM or DSB requires further input from the DNA, the secretariat shall notify the DNA accordingly. The DNA should submit the requested input within 28 days of the notification. If the DNA fails to provide the requested input within the deadline, the secretariat shall suspend processing the development any further until it receives the requested input.
54. The secretariat shall assess the further input submitted by the DNA. If the secretariat finds that it is still not sufficient to develop the DSBM or DSB, the secretariat may initiate a direct communication with the DNA via e-mail or telephone conference to clarify remaining issues.
55. The secretariat shall revise the DSBM or DSB taking into account the further input and direct communication with the DNA, as applicable. The secretariat shall forward the revised DSBM or DSB to the Board, and make it publicly available on the UNFCCC CDM website. Before sending it to the Board, depending on the complexity of the case, the secretariat may forward the revised DSBM or DSB to the two (2) selected members of a panel or working group for their consideration. In this case, the steps in paragraphs 51 or 56–60 shall apply.
56. If at least one selected member of a panel or working group requests that the DSBM or DSB be considered by a panel or working group, the secretariat shall forward the DSBM or DSB to the relevant panel or working group. The panel or working group shall consider the DSBM or DSB at its next meeting, provided it is received at least 14 days before the meeting; otherwise it shall be considered at the subsequent meeting.
57. The panel or working group shall finalize the DSBM or DSB within two (2) meetings, unless it finds that further input from the DNA or guidance from the Board is required. In case further input from the DNA or guidance from the Board is sought, the panel or working group shall finalize DSBM or DSB at the meeting immediately following receipt

of such input or guidance. The secretariat shall forward it to the Board and make it publicly available on the UNFCCC CDM website.

58. If the panel or working group finds that further input from the DNA is required, the secretariat shall notify the DNA accordingly. In this case, the DNA should submit the requested input within 28 days of the notification. If the DNA fails to submit the requested input within the deadline, the secretariat shall suspend processing the development any further until it receives the requested input.
59. The secretariat shall assess the further input submitted by the DNA. If the secretariat finds that the further input is still not sufficient to develop the DSBM or DSB, the secretariat may initiate a direct communication with the DNA via e-mail or telephone conference to clarify remaining issues.
60. The secretariat shall revise the DSBM or DSB taking into account the further input and direct communication with the DNA, as applicable. The secretariat shall forward the revised DSBM or DSB to the Board and make it publicly available on the UNFCCC CDM website. Before sending it to the Board, depending on the complexity of the case, the secretariat may forward the revised DSBM or DSB to the panel or working group for their final consideration. In this case, the panel or working group shall finalize the DSBM or DSB. The secretariat shall forward it to the Board and make it publicly available on the UNFCCC CDM website.

5.2.3. Consideration by the Board

61. If no member of the Board objects to approving the DSBM or DSB received in accordance with paragraph 51, 55, 57 or 60 within 28 days of receipt of the DSBM or DSB, the DSBM or DSB shall be deemed to be approved by the Board.
62. An objection by a member of the Board shall be made by notifying the Chair of the Board through the secretariat, giving reasons in writing. The secretariat shall acknowledge receipt of the objection and make it available to the Board.
63. If a member of the Board objects to approving the DSBM or DSB more than 14 days prior to the next Board meeting, the case shall be placed on the agenda of the next Board meeting; otherwise it shall be placed on the agenda of the subsequent Board meeting.
64. If the Board considers the case at its meeting, it shall decide on the course of action at the meeting.
65. The course of action referred to in paragraph 64 shall be:
 - (a) To approve the DSBM or DSB;
 - (b) Not to approve the DSBM or DSB;
 - (c) To continue the consideration of the DSBM or DSB at the next Board meeting; or
 - (d) To request a relevant panel or working group to review the DSBM or DSB and provide guidance on the modalities of the review.

66. Once a decision has been made by the Board, the secretariat shall inform the DNA of the decision and any guidance provided by the Board as applicable, and make the decision and guidance publicly available on the UNFCCC CDM website.

6. Revision of standardized baseline

6.1. Bottom-up process

6.1.1. Submission of proposed revised ASBM and ASB

67. Parties, project participants, international industry organizations or admitted observer organizations (hereinafter in section 6.1 referred to as the proponent) through the DNA of a Party for which the standardized baseline is proposed may, taking into account Appendix 3 to this Procedure, request the Board to revise an ASBM or ASB by submitting the following documents to the secretariat through a specific interface on the UNFCCC CDM website:

- (a) The duly completed "ASBM and ASB revision request" form (CDM-AAR-FORM);
- (b) The proposed revised ASBM or ASB highlighting the proposed changes to the ASBM or ASB;
- (c) All additional documentation supporting the submission (e.g. relevant data, documentation, statistics, studies, etc.), where applicable. In the event that new data were used to establish the proposed revised ASBM or ASB, all used data shall be provided in a sector-specific data template published by the secretariat on the UNFCCC CDM website. If no applicable data template is available on the UNFCCC CDM website at the time of the DNA's submission of the proposed revised ASBM or ASB, the proponent of the proposed revised ASBM or ASB shall propose a sector-specific data template for its publication, or, if applicable, request the revision or clarification of a published data template in accordance with the modalities in Appendix 1 to this Procedure;
- (d) In the event that new data were used to establish the proposed revised ASBM or ASB as referred to in paragraph 67(c), an assessment report on the quality of the data collection, processing and compilation to establish the proposed revised ASBM or ASB in accordance with the "Guidelines for quality assurance and quality control of data used in the establishment of standardized baselines". The assessment report shall be prepared by a DOE contracted by the DNA or any other entity under the agreement with the DNA;
- (e) A letter(s) of approval on the proposed revised ASBM or ASB from the DNA(s) to which it applies.

68. Where the proposed revised ASBM or ASB is developed for a group of Parties, it shall be approved by the DNAs of all these Parties. In this case, following the receipt of approval from all these DNAs, any one of the DNAs shall submit the proposed revised ASBM or ASB to the secretariat in accordance with this Procedure.

6.1.2. Initial assessment

69. The secretariat shall undertake an initial assessment of the submission within 21 days of receipt of the submission. The secretariat shall assess whether:
- (a) The form CDM-AAR-FORM, including the name and contacts of the proponent of the proposed revised ASBM or ASB, has been duly completed;
 - (b) The proposed revised ASBM or ASB was derived from the same approach (i.e. an approved methodology or tool, or the “Guidelines for the establishment of sector specific standardized baselines”) as the one used in the approved ASBM or ASB that was proposed to be revised;
 - (c) The proposed revised ASBM does not require revisions to the underlying approved methodology. If it requires revisions, the secretariat shall propose that the Board revise the underlying methodology through the top-down process in accordance with the “Procedure: development, revision and clarification of baseline and monitoring methodologies and methodological tools”;
 - (d) The DNA has submitted all the information required for consideration of the proposed revised ASBM or ASB (e.g. studies referred to in the proposed revised ASBM or ASB documents);
 - (e) In the case referred to in paragraph 67(d), an assessment report was submitted presenting how the data were collected, processed and compiled to establish the proposed revised ASBM or ASB and includes a positive opinion on whether the data were collected and processed in accordance with relevant procedures or guidelines adopted by the Board.
70. The secretariat shall inform the DNA of the outcome of the initial assessment. If the secretariat finds that the required documentation or information is incomplete, it shall notify the DNA and the proponent of the proposed revised ASBM or ASB accordingly. In this case, the DNA should provide the missing documents or information within 42 days of the notification.
71. The secretariat shall conclude the initial assessment within 14 days of receipt of missing documents or information and inform the DNA of the conclusion of the initial assessment. If the DNA fails to provide the missing documents or information within the deadline, the secretariat shall suspend processing the submission any further until it receives the missing documents or information.

6.1.3. Preparation of draft recommendation

72. Within 28 days of successful conclusion of the initial assessment, the secretariat shall:
- (a) Make the submitted documentation publicly available on the UNFCCC CDM website with the exception of information declared confidential and/or proprietary by the DNA. Information used to describe the baseline methodology and its application shall not be considered proprietary or confidential;
 - (b) Prepare a draft recommendation on the proposed revised ASBM or ASB, using the form “ASBM and ASB revision recommendation” form (CDM-AARR-FORM).

73. The secretariat shall include in its draft recommendation one of the following courses of action:
- (a) To approve the proposed revised ASBM or ASB, indicating that:
 - (i) The revision is a major revision; or
 - (ii) The revision is a minor revision;
 - (b) To request further input (e.g. additional information or modification to the submitted documentation) from the DNA; or
 - (c) Not to approve the proposed revised ASBM or ASB.
74. In preparing the draft recommendation, the secretariat may draw upon external expertise, depending on the technical complexity of the proposed revised ASBM or ASB, such as experts on the roster of experts for desk reviews or consultants.
75. The secretariat shall select two (2) members of a panel or working group and forward its draft recommendation to them.
76. The two (2) selected members of a panel or working group shall, within seven (7) days of receipt of the draft recommendation, independently assess the proposed revised ASBM or ASB and the draft recommendation, and inform the secretariat of the outcome of their assessment.
77. If both of the selected members of a panel or working group agree to the draft recommendation to approve or not to approve the proposed revised ASBM or ASB, the secretariat shall forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website.
78. If both of the selected members of a panel or working group agree that the draft recommendation requires further input from the DNA, the secretariat shall notify the DNA and the proponent of the proposed revised ASBM or ASB accordingly. The DNA should submit the requested input within 28 days of the notification. If the DNA fails to provide the requested input within the deadline, the secretariat shall suspend processing the submission any further until it receives the requested input.
79. The secretariat shall assess the further input submitted by the DNA. If the secretariat finds that it is still not sufficient to recommend that the proposed revised ASBM or ASB be approved or not approved, the secretariat may initiate a direct communication with the DNA and/or the proponent of the proposed revised ASBM or ASB via e-mail or telephone conference to clarify remaining issues.
80. The secretariat shall revise the draft recommendation taking into account the further input and direct communication with the DNA and/or the proponent of the proposed revised ASBM or ASB, as applicable, to recommend that the proposed revised ASBM or ASB be either approved or not approved, forward it as the recommendation to the Board, and make it publicly available on the UNFCCC CDM website. Before sending the recommendation to the Board, depending on the complexity of the case, the secretariat may forward the revised draft recommendation to the two (2) selected members of a panel or working group for their consideration. In this case, the steps in paragraphs 77 or 81–85 shall apply.

81. If at least one selected member of a panel or working group disagrees with the draft recommendation or requests that it be considered by a panel or working group, the secretariat shall forward the draft recommendation to the relevant panel or working group. The panel or working group shall consider the proposed revised ASBM or ASB and the draft recommendation at its next meeting, provided it is received at least 14 days before the meeting; otherwise it shall be considered at the subsequent meeting.
82. The panel or working group shall finalize its consideration within two (2) meetings, unless it finds that further input from the DNA or guidance from the Board is required. In case further input from the DNA or guidance from the Board is sought, the panel or working group shall finalize its consideration at the meeting immediately following receipt of such input or guidance. In its finalization of consideration, the panel or working group shall conclude to recommend that the proposed revised ASBM or ASB be either approved or not approved. The secretariat shall forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website.
83. If the panel or working group finds that further input from the DNA is required, the secretariat shall notify the DNA and the proponent of the proposed revised ASBM or ASB accordingly. In this case, the DNA should submit the requested input within 28 days of the notification. If the DNA fails to submit the requested input within the deadline, the secretariat shall suspend processing the submission any further until it receives the requested input.
84. The secretariat shall assess the further input submitted by the DNA. If the secretariat finds that the further input is still not sufficient to recommend that the proposed revised ASBM or ASB be approved or not approved, the secretariat may initiate a direct communication with the DNA and/or the proponent of the proposed revised ASBM or ASB via e-mail or telephone conference to clarify remaining issues.
85. The secretariat shall revise the draft recommendation taking into account the further input and direct communication with the DNA and/or the proponent of the proposed revised ASBM or ASB, as applicable, to recommend that the proposed revised ASBM or ASB be either approved or not approved, and forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website. Before sending the recommendation to the Board, depending on the complexity of the case, the secretariat may forward the revised draft recommendation to the panel or working group for their final consideration. In this case, the panel or working group shall conclude to recommend that the proposed revised ASBM or ASB be either approved or not approved. The secretariat shall forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website.

6.1.4. Consideration by the Board

86. If no member of the Board objects to the recommendation received in accordance with paragraph 77, 80, 82 or 85 within 28 days of receipt of the recommendation, the recommended course of action shall be deemed to be the decision adopted by the Board.
87. An objection by a member of the Board shall be made by notifying the Chair of the Board through the secretariat, giving reasons in writing. The secretariat shall acknowledge receipt of the objection and make it available to the Board.

88. If a member of the Board objects to the recommendation more than 14 days prior to the next Board meeting, the case shall be placed on the agenda of the next Board meeting; otherwise it shall be placed on the agenda of the subsequent Board meeting.
89. If the Board considers the case at its meeting, it shall decide on the course of action at the meeting.
90. The course of action referred to in paragraph 89 shall be:
- (a) To approve the proposed revised ASBM or ASB, indicating that:
 - (i) The revision is a major revision; or
 - (ii) The revision is a minor revision;
 - (b) Not to approve the proposed revised ASBM or ASB;
 - (c) To continue the consideration of the proposed revised ASBM or ASB at the next Board meeting; or
 - (d) To request a relevant panel or working group to review the recommendation and provide guidance on the modalities of the review.
91. Once a decision has been made by the Board, the secretariat shall inform the DNA of the decision and any guidance provided by the Board as applicable, and make the decision and guidance publicly available on the UNFCCC CDM website.
92. If the proposed revised ASBM or ASB is not approved, the DNA or any other DNA of Parties for which the revised ASBM or ASB is proposed may at any time resubmit a proposed revised ASBM or ASB with revised documentation. Upon submission of the revised documentation the submission shall be treated as a new submission of a proposed revised ASBM or ASB.

6.2. Top-down process

6.2.1. Initiation

93. In the case referred to in paragraph 3(a) of Appendix 3 to this Procedure, the Board may, following the receipt of the agreement with the DNA of a Party for which the standardized baseline is proposed using the "ASBM and ASB revision agreement" form (CDM-AARA-FORM), decide to revise an ASBM or ASB. In this case, the Board shall also decide to either:
- (a) Put on hold the ASBM or ASB with immediate effect. In this case, DOEs shall not submit, through a dedicated interface on the UNFCCC CDM website, any PDD for global stakeholder consultation, any request for registration or any request for renewal of crediting period of a project activity applying the ASBM or ASB from the day following the date of publication of the Board's meeting report containing the decision;
 - (b) Put on hold the ASBM or ASB with a grace period of 28 days. In this case, DOEs shall not submit, through a dedicated interface on the UNFCCC CDM website, any project design document (PDD) for global stakeholder consultation, any request for registration or any request for renewal of crediting period of a project

activity, applying the ASBM or ASB any more than 28 days following the date of publication of the Board's meeting report containing the decision; or

- (c) Maintain the current version of the ASBM or ASB until the expiry of its validity in accordance with paragraphs 164–166.

94. In the case referred to in paragraph 3(a) of Appendix 3 to this Procedure, a methodological panel or working group, or the secretariat, may propose that the Board revise an ASBM or ASB following the receipt of the agreement on the proposed revision with the DNA of a Party for which the standardized baseline is proposed using the CDM-AARA-FORM. If the agreement is that the current version of the ASBM or ASB should be put on hold, it shall recommend so to the Board. In these cases, the Board shall consider the proposal and/or the recommendation, and decide whether to revise and/or to put on hold the current version of the ASBM or ASB in accordance with paragraph 93.

6.2.2. Preparation of draft revised ASBM and ASB

95. If the Board decides to revise an ASBM or ASB in accordance with paragraph 93 or 94, the secretariat shall prepare a draft revised ASBM or ASB using the "ASBM and ASB revision" form (CDM-AARD-FORM).

96. In preparing the draft revised ASBM or ASB, the secretariat may draw upon external expertise, depending on the technical complexity of the revision, by selecting a maximum of two independent experts from the roster of experts, to review the draft revised ASBM or ASB. If the secretariat does not find suitable and available experts on the roster, it may use the services of experts not included on the roster.

97. The secretariat shall select two (2) members of a panel or working group and forward the draft revised ASBM or ASB to them.

98. The two (2) selected members of a panel or working group shall, within seven (7) days of receipt of the draft revised ASBM or ASB, independently assess the draft revised ASBM or ASB, and inform the secretariat of their recommendation indicating one of the following courses of action:

- (a) Approve the draft revised ASBM or ASB, indicating that:

(i) The revision is a major revision; or

(ii) The revision is a minor revision;

- (b) To request further input (e.g. additional information or modification to the submitted documentation) from the DNA; or

- (c) To request that the draft revised ASBM or ASB be considered by a panel or working group.

99. If both of the selected members of a panel or working group recommend that the draft revised ASBM or ASB be approved, the secretariat shall forward it to the Board and make it publicly available on the UNFCCC CDM website.

100. In the cases referred to in paragraphs 99, 102, 105 and 108, before forwarding it to the Board, the secretariat shall communicate the draft revised ASBM or ASB to the DNA. The DNA shall confirm that it is acceptable or request modifications to it within the time

frame defined by the two selected panel or working group members, or the panel or working group. If the DNA does not respond accordingly by this deadline, the forwarding of the draft revised ASBM or ASB to the Board may be delayed accordingly.

101. If at least one selected member of a panel or working group recommends that the draft revised ASBM or ASB requires further input from the DNA, the secretariat shall notify the DNA accordingly. The DNA should submit the requested input within 28 days of the notification. If the DNA fails to provide the requested input within the deadline, the secretariat shall suspend processing the development any further until it receives the requested input.
102. The secretariat shall assess the further input submitted by the DNA. If the secretariat finds that it is still not sufficient to develop the draft revised ASBM or ASB, the secretariat may initiate a direct communication with the DNA via e-mail or telephone conference to clarify remaining issues.
103. The secretariat shall revise the draft revised ASBM or ASB taking into account the further input and direct communication with the DNA, as applicable. The secretariat shall forward the revised draft revised ASBM or ASB to the Board, and make it publicly available on the UNFCCC CDM website. Before sending it to the Board, depending on the complexity of the case, the secretariat may forward the revised draft revised ASBM or ASB to the two (2) selected members of a panel or working group for their consideration. In this case, the steps in paragraphs 99 or 104–108 shall apply.
104. If at least one selected member of a panel or working group requests that the draft revised ASBM or ASB be considered by a panel or working group, the secretariat shall forward the draft revised ASBM or ASB to the relevant panel or working group. The panel or working group shall consider the draft revised ASBM or ASB at its next meeting, provided it is received at least 14 days before the meeting; otherwise it shall be considered at the subsequent meeting.
105. The panel or working group shall finalize the draft revised ASBM or ASB within two (2) meetings, unless it finds that further input from the DNA or guidance from the Board is required. In case further input from the DNA or guidance from the Board is sought, the panel or working group shall finalize the draft revised ASBM or ASB at the meeting immediately following receipt of such input or guidance. The secretariat shall forward it to the Board and make it publicly available on the UNFCCC CDM website.
106. If the panel or working group finds that further input from the DNA is required, the secretariat shall notify the DNA accordingly. In this case, the DNA should submit the requested input within 28 days of the notification. If the DNA fails to submit the requested input within the deadline, the secretariat shall suspend processing the development any further until it receives the requested input.
107. The secretariat shall assess the further input submitted by the DNA. If the secretariat finds that the further input is still not sufficient to develop the draft revised ASBM or ASB, the secretariat may initiate a direct communication with the DNA via e-mail or telephone conference to clarify remaining issues.
108. The secretariat shall revise the draft revised ASBM or ASB taking into account the further input and direct communication with the DNA, as applicable. The secretariat shall forward the revised draft revised ASBM or ASB to the Board and make it publicly available on the UNFCCC CDM website. Before sending it to the Board, depending on

the complexity of the case, the secretariat may forward the revised draft revised ASBM or ASB to the panel or working group for their final consideration. In this case, the panel or working group shall finalize the draft revised ASBM or ASB. The secretariat shall forward it to the Board and make it publicly available on the UNFCCC CDM website.

6.2.3. Consideration by the Board

109. If no member of the Board objects to approving the draft revised ASBM or ASB received in accordance with paragraph 99, 102, 105 or 108 within 28 days of receipt of the draft revised ASBM or ASB, the draft revised ASBM or ASB shall be deemed to be approved by the Board.

110. An objection by a member of the Board shall be made by notifying the Chair of the Board through the secretariat, giving reasons in writing. The secretariat shall acknowledge receipt of the objection and make it available to the Board.

111. If a member of the Board objects to approving the draft revised ASBM or ASB more than 14 days prior to the next Board meeting, the case shall be placed on the agenda of the next Board meeting; otherwise it shall be placed on the agenda of the subsequent Board meeting.

112. If the Board considers the case at its meeting, it shall decide on the course of action at the meeting.

113. The course of action referred to in paragraph 112 shall be:

(a) To approve the draft revised ASBM or ASB, indicating that:

(i) The revision is a major revision; or

(ii) The revision is a minor revision;

(b) Not to approve the draft revised ASBM or ASB;

(c) To continue the consideration of the draft revised ASBM or ASB at the next Board meeting; or

(d) To request a relevant panel or working group to review the draft revised ASBM or ASB and provide guidance on the modalities of the review.

114. Once a decision has been made by the Board, the secretariat shall inform the DNA of the decision and any guidance provided by the Board as applicable, and make the decision and guidance publicly available on the UNFCCC CDM website.

6.2.4. Other

115. The secretariat may propose an editorial revision to an ASBM or ASB at any time. In this case, the secretariat shall submit a draft revised ASBM or ASB to the Chair of the Board for his/her review. If the Chair agrees to the draft revised ASBM or ASB, the secretariat shall publish the revised ASBM or ASB on the UNFCCC CDM website. The editorial revision shall be noted in the report of the next meeting of the Board.

7. Clarification of standardized baseline

7.1. Bottom-up process

7.1.1. Submission of request for clarification

116. The project participant of a planned CDM project activity, a DOE, a DNA or any other stakeholder (hereinafter in section 7.1 referred to as the enquirer) may, taking into account Appendix 3 to this Procedure, request clarification of an ASBM or ASB, by submitting the duly completed "ASBM and ASB clarification request" form (CDM-AAC-FORM) through the DNA of a Party for which the standardized baseline is proposed.³ The DNA shall submit the CDM-AAC-FORM to the secretariat through a specific interface on the UNFCCC CDM website.
117. Where the proposed standardized baseline is developed for a group of Parties, the enquirer shall submit the duly completed CDM-AAC-FORM through the DNAs of all Parties. In this case, after receiving confirmation on the receipt of the CDM-AAC-FORM from all these DNAs, any one of the DNAs shall submit the CDM-AAC-FORM to the secretariat in accordance with this Procedure.

7.1.2. Initial assessment

118. The secretariat shall conduct an initial assessment of the submission using the "ASBM and ASB clarification request initial assessment" form (CDM-AACIA-FORM) within 21 days of receipt of the form CDM-AAC-FORM, to determine that:
- (a) The form CDM-AAC-FORM, including the name and contacts details of the enquirer on the ASBM or ASB, has been duly completed; and
 - (b) The submission is categorized either that:
 - (i) It does not involve any regulatory and/or technical ambiguity, or involves only simple regulatory and/or technical issues, hence requires no analysis or only a simple analysis to formulate a clarification; or
 - (ii) It involves complex regulatory and/or technical issues, hence requires a thorough analysis to formulate a clarification.
119. If the secretariat finds that the submission is incomplete, it shall request the enquirer to submit the missing or revised documents and/or information. In this case, the enquirer shall submit the requested documents and/or information to the secretariat within five days of receipt of the request. If the enquirer does not submit the requested documents and/or information by this deadline, the secretariat shall conclude that the submission is incomplete.
120. Upon conclusion of the initial assessment, the secretariat shall notify the enquirer of the conclusion of the initial assessment. If the submission is concluded as incomplete in accordance with paragraph 119, the secretariat shall communicate the underlying reasons to the enquirer. In this case, the enquirer may resubmit the request for

³ Contact information of the DNA of a Party for which the standardized baseline is proposed can be found at a specific interface on the UNFCCC CDM website.

clarification with revised documentation at any time. Upon submission, the revised documentation shall be treated as a new submission of a request for clarification under this Procedure.

7.1.3. Fast track

121. If the submission is determined as being the case referred to in paragraph 118(b)(i), the secretariat shall prepare a clarification using the "ASBM and ASB clarification response" form (CDM-AACR-FORM) and send it to the enquirer and the DNA within nine days of the successful conclusion of the initial assessment.

122. In preparing the clarification, the secretariat may consult with the relevant methodological panel or working group. In this case, the timeline referred to in paragraph 121 shall not apply. The secretariat shall send a draft clarification to the panel or working group within nine days of the successful conclusion of the initial assessment. If no member of the panel or working group objects to the draft clarification within seven days of receipt of the draft clarification, the clarification shall be deemed finalized by the panel or working group. If a member of the panel or working group objects to the draft clarification, the case shall be placed on the agenda of the next meeting of the panel or working group. At the meeting where the case is placed on the agenda, the panel or working group shall make every effort to finalize the clarification within one meeting.

123. The secretariat shall publish the clarification on the UNFCCC CDM website.

7.1.4. Regular track

124. If the submission is determined as being the case referred to in paragraph 118(b)(ii), the secretariat shall prepare a draft recommendation of a clarification to the relevant methodological panel or working group using the form CDM-AACR-FORM.

125. In preparing the draft recommendation, the secretariat may draw upon external expertise, depending on the technical complexity of the issues in question, by selecting a maximum of two independent experts from the roster of experts to review the submission. If the secretariat does not find suitable and available experts on the roster, it may use the services of experts not included on the roster.

126. The secretariat shall select one member of the relevant methodological panel or working group and forward the draft recommendation to him/her for review. The selected member shall provide input on the draft recommendation within three days of receipt of it.

127. The secretariat may also forward the draft recommendation to the DNA of a Party for which the standardized baseline is proposed for review. In this case, the DNA shall provide input on the draft recommendation within seven days of receipt of it.

128. The secretariat shall finalize the recommendation, taking into account the input from the selected member and the DNA, and submit it to the relevant methodological panel or working group for consideration.

129. The relevant methodological panel or working group shall consider the recommendation, finalize the recommendation to the Board and publish it in its corresponding meeting report. The panel or working group shall make every effort to finalize the recommendation within one meeting.

130. At the Board meeting for which the recommendation to the Board is placed on the agenda, the Board shall decide to either:

(a) Approve the recommended clarification; or

(b) Request the relevant methodological panel or working group to review the recommendation to the Board and provide guidance on the issues for review.

131. If the Board approves the clarification, the secretariat shall send the finalized clarification to the enquirer and the DNA.

132. The secretariat shall publish the clarification on the UNFCCC CDM website.

7.1.5. Other

133. At any step before the clarification is finalized in accordance with paragraph 121, 122 or 130(a), the secretariat may request the enquirer to provide additional information regarding the request for clarification within a defined time frame to facilitate the assessment by the secretariat and/or the consideration by the relevant methodological panel or working group. If such information significantly affects the outcome of the consideration, the secretariat shall make the information publicly available on the UNFCCC CDM website.

7.2. Top-down process

134. If the Board, a relevant methodological panel or working group, or the secretariat finds it necessary to clarify provisions of an ASBM or ASB, the process to revise the ASBM or ASB as defined in section 6.2 shall be followed. In this case, the revised ASBM or ASB shall incorporate all relevant clarifications issued prior to the revision.

8. Update of standardized baseline

8.1. Bottom-up process

8.1.1. Submission of proposed updated ASBM and ASB

135. Parties, project participants, international industry organizations or admitted observer organizations (hereinafter in section 8.1 referred to as the proponent) may propose an updated ASBM or ASB through the DNA of a Party for which the standardized baseline is proposed. The DNA shall subsequently submit the proposed updated ASBM or ASB to the secretariat.

136. Where the proposed standardized baseline is developed for a group of Parties, it shall be approved by the DNAs of all these Parties. In this case, following the receipt of approval from all these DNAs, any one of the DNAs shall submit the proposed updated ASBM or ASB to the secretariat in accordance with this Procedure.

137. The DNA submitting the proposed updated ASBM or ASB shall upload to the UNFCCC CDM website the following documentation:

(a) The duly completed "ASBM and ASB update form" (CDM-AAU-FORM);

- (b) The proposed updated ASBM or ASB, highlighting the proposed changes to the ASBM or ASB;
- (c) All additional documentation supporting the submission (e.g. relevant data, documentation, statistics, studies, etc.), where applicable. Data used to establish the proposed updated baseline shall be provided in a sector-specific data template published by the secretariat on the UNFCCC CDM website. If no applicable data template is available on the UNFCCC CDM website at the time of the DNA's submission of the proposed updated ASBM or ASB, the proponent of the updated ASBM or ASB shall propose a sector-specific data template for its publication, or, if applicable, request the revision or clarification of a published data template in accordance with the modalities in Appendix 1 to this Procedure;
- (d) An assessment report on the quality of the data collection, processing and compilation to establish the proposed updated ASBM or ASB in accordance with the "Guidelines for quality assurance and quality control of data used in the establishment of updated standardized baselines". The assessment report shall be prepared by a DOE contracted by the DNA or any other entity under agreement with the DNA;
- (e) A letter(s) of approval on the proposed updated ASBM or ASB from the DNA(s) to which it applies.

138. No fee shall be payable to the secretariat for the submission of the proposed updated ASBM or ASB.

8.1.2. Initial assessment

139. The secretariat shall undertake an initial assessment of the submission within 21 days of receipt of the submission. The secretariat shall assess whether:

- (a) The form CDM-AAU-FORM, including the name and contact details of the proponent of the proposed updated ASBM or ASB, has been duly completed;
- (b) The proposed revised ASBM or ASB was derived from the same approach (i.e. an approved methodology or tool, or the "Guidelines for the establishment of sector specific standardized baselines") as the one used in the approved ASBM or ASB that was proposed to be revised;
- (c) The proposed updated ASBM does not require revisions to the underlying approved methodology. If it requires revisions, the secretariat shall propose that the Board revise the underlying methodology through the top-down process in accordance with the "Procedure: development, revision and clarification of baseline and monitoring methodologies and methodological tools";
- (d) The DNA has submitted all the information required for consideration of the proposed updated ASBM or ASB (e.g. studies referred to in the proposed updated ASBM or ASB documents);
- (e) An assessment report was submitted presenting how the data were collected, processed and compiled to establish the proposed updated ASBM or ASB and includes a positive opinion on whether the data were collected and processed in accordance with relevant procedures or guidelines adopted by the Board.

140. The secretariat shall inform the DNA of the outcome of the initial assessment. If the secretariat finds that the required documentation or information is incomplete, it shall notify the DNA and the proponent of the proposed updated ASBM or ASB accordingly. In this case, the DNA should provide the missing documents or information within 42 days of the notification.

141. The secretariat shall conclude the initial assessment within 14 days of receipt of missing documents or information and inform the DNA of the conclusion of the initial assessment. If the DNA fails to provide the missing documents or information within the deadline, the secretariat shall suspend processing the submission any further until it receives the missing documents or information.

8.1.3. Preparation of recommendation

142. Within 28 days of successful conclusion of the initial assessment, the secretariat shall:

(a) Make the submitted documentation publicly available on the UNFCCC CDM website with the exception of the information declared confidential and/or proprietary by the DNA. Information used to describe the baseline methodology and its application shall not be considered proprietary or confidential;

(b) Prepare a draft recommendation on the proposed updated ASBM or ASB, using the "ASBM and ASB update recommendation form" (CDM-AAU-REC-FORM).

143. The secretariat shall include in its draft recommendation one of the following courses of action:

(a) Approve the proposed updated ASBM or ASB;

(b) Require further input (e.g. additional information or modification to the submitted documentation) from the DNA; or

(c) Not to approve the proposed updated ASBM or ASB.

144. In preparing the draft recommendation, the secretariat may draw upon external expertise, depending on the technical complexity of the proposed updated ASBM or ASB, such as experts on the roster of experts for desk reviews.

145. The secretariat shall select two (2) members of a panel or working group and forward its draft recommendation to them.

146. The two (2) selected members of a panel or working group shall, within seven (7) days of receipt of the draft recommendation, independently assess the proposed updated ASBM or ASB and the draft recommendation, and inform the secretariat of the outcome of their assessment.

147. If both of the selected members of a panel or working group agree to the draft recommendation to approve or not to approve the proposed updated ASBM or ASB, the secretariat shall forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website.

148. If both of the selected members of a panel or working group agree that the draft recommendation requires further input from the DNA, the secretariat shall notify the DNA and the proponent of the proposed updated ASBM or ASB accordingly. The DNA should

submit the requested input within 28 days of the notification. If the DNA fails to provide the requested input within the deadline, the secretariat shall suspend processing the submission any further until it receives the requested input.

149. The secretariat shall assess the further input submitted by the DNA. If the secretariat finds that it is still not sufficient to recommend that the proposed updated ASBM or ASB be approved or not approved, the secretariat may initiate a direct communication with the DNA and/or the proponent of the proposed updated ASBM or ASB via e-mail or telephone conference to clarify remaining issues.

150. The secretariat shall revise the draft recommendation taking into account the further input and direct communication with the DNA and/or the proponent of the proposed updated ASBM or ASB, as applicable, to recommend that the proposed updated ASBM or ASB be either approved or not approved, forward it as the recommendation to the Board, and make it publicly available on the UNFCCC CDM website. Before sending the recommendation to the Board, depending on the complexity of the case, the secretariat may forward the revised draft recommendation to the two (2) selected members of a panel or working group for their consideration. In this case, the steps in paragraphs 147 or 151–155 shall apply.

151. If at least one selected member of a panel or working group disagrees with the draft recommendation or requests that it be considered by a panel or working group, the secretariat shall forward the draft recommendation to the relevant panel or working group. The panel or working group shall consider the proposed updated ASBM or ASB and the draft recommendation at its next meeting, provided it is received at least 14 days before the meeting; otherwise it shall be considered at the subsequent meeting.

152. The panel or working group shall finalize its consideration within two (2) meetings, unless it finds that further input from the DNA or guidance from the Board is required. In case further input from the DNA or guidance from the Board is sought, the panel or working group shall finalize its consideration at the meeting immediately following receipt of such input or guidance. In its finalization of consideration, the panel or working group shall conclude to recommend that the proposed updated ASBM or ASB be either approved or not approved. The secretariat shall forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website.

153. If the panel or working group finds that further input from the DNA is required, the secretariat shall notify the DNA and the proponent of the proposed updated ASBM or ASB accordingly. In this case, the DNA should submit the requested input within 28 days of the notification. If the DNA fails to submit the requested input within the deadline, the secretariat shall suspend processing the submission any further until it receives the requested input.

154. The secretariat shall assess the further input submitted by the DNA. If the secretariat finds that the further input is still not sufficient to recommend that the proposed updated ASBM or ASB be approved or not approved, the secretariat may initiate a direct communication with the DNA and/or the proponent of the proposed updated ASBM or ASB via e-mail or telephone conference to clarify remaining issues.

155. The secretariat shall revise the draft recommendation taking into account the further input and direct communication with the DNA and/or the proponent of the proposed updated ASBM or ASB, as applicable, to recommend that the proposed updated ASBM

or ASB be either approved or not approved, and forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website. Before sending the recommendation to the Board, depending on the complexity of the case, the secretariat may forward the revised draft recommendation to the panel or working group for their final consideration. In this case, the panel or working group shall conclude to recommend that the proposed updated ASBM or ASB be either approved or not approved. The secretariat shall forward it as the recommendation to the Board and make it publicly available on the UNFCCC CDM website.

8.1.4. Consideration by the Board

156. If no member of the Board objects to the recommendation received in accordance with paragraph 147, 150, 152 or 155 within 28 days of receipt of the recommendation, the recommended course of action shall be deemed to be the decision adopted by the Board.
157. An objection by a member of the Board shall be made by notifying the Chair of the Board through the secretariat, giving reasons in writing. The secretariat shall acknowledge receipt of the objection and make it available to the Board.
158. If a member of the Board objects to the recommendation more than 14 days prior to the next Board meeting, the case shall be placed on the agenda of the next Board meeting; otherwise it shall be placed on the agenda of the subsequent Board meeting.
159. If the Board considers the case at its meeting, it shall decide on the course of action at the meeting.
160. The course of action referred to in paragraph 159 shall be:
- (a) To approve the proposed updated ASBM or ASB;
 - (b) Not to approve the proposed updated ASBM or ASB;
 - (c) To continue the consideration of the proposed baseline at the next Board meeting; or
 - (d) To request a relevant panel or working group to review the recommendation and provide guidance on the modalities of the review.
161. Once a decision has been made by the Board, the secretariat shall inform the DNA of the decision and any guidance provided by the Board as applicable, and make the decision and guidance publicly available on the UNFCCC CDM website.
162. If the proposed updated ASBM or ASB is not approved, the DNA or any other DNA of Parties for which the updated ASBM or ASB is proposed may at any time resubmit a proposed updated ASBM or ASB with revised documentation. Upon submission of the revised documentation the submission shall be treated as a new submission of a proposed updated ASBM or ASB.

9. Validity of new, updated, revised and previous versions

163. An ASBM or ASB shall be effective from the date of publication on the UNFCCC CDM website. From this date, a project activity may apply the new, updated or revised version

for the purpose of publication of a PDD for global stakeholder consultation, submission of a request for registration, or submission of a request for renewal of crediting period, in accordance with the “Clean development mechanism project cycle procedure”.

164. If the Board approves an updated ASBM or ASB in accordance with paragraph 160(a), the version number of the ASBM or ASB shall increase by one whole number (e.g. from 1.00 to 2.00). The updated version shall not come into force before the validity of the previous version expires. In this case, for the purpose of publication of a PDD for global stakeholder consultation, submission of a request for registration, or submission of a request for renewal of crediting period in accordance with the “Clean development mechanism project cycle procedure”, a project activity shall apply the updated version immediately after the validity of the previous version expires, or immediately after its adoption if the previous version has been put on hold in accordance with paragraph 93(a) or 93(b). If a PDD applying the previous version has already been published for global stakeholder consultation, the project participants shall revise the PDD applying the updated version. In this case, the DOE shall not publish the revised PDD for global stakeholder consultation, but submit it when it submits a request for registration unless otherwise decided by the Board when it approves the updated ASBM or ASB.

165. If the Board approves a revised ASBM or ASB indicating that it is a major revision in accordance with paragraph 90(a)(i) or 113(a)(i), the version number of the ASBM or ASB shall increase by one fractional number in the first decimal place (e.g. from 1.00 to 1.10). In this case, for the purpose of publication of a PDD for global stakeholder consultation, submission of a request for registration, or submission of a request for renewal of crediting period in accordance with the “Clean development mechanism project cycle procedure”:

(a) A project activity may still apply the previous version:

(i) Until the [240th day] from the date that the revised version becomes effective unless the previous version has been put on hold by the Board in accordance with paragraph 93(a) or 93(b), if the remaining validity of the revised version is longer than this [240-day] period; or

(ii) Until the validity of the ASBM or ASB expires unless the previous version has been put on hold by the Board in accordance with paragraph 93(a) or 93(b), if the remaining validity of the revised version is not longer than this [240-day] period; and

(b) A project activity shall apply the revised version after this [240-day] period, or immediately after its adoption if the previous version has been put on hold in accordance with paragraph 93(a) or 93(b). If a PDD applying the previous version has already been published for global stakeholder consultation, the project participants shall revise the PDD applying the revised version. In this case, the DOE shall not publish the revised PDD for global stakeholder consultation, but submit it when it submits a request for registration unless otherwise decided by the Board when it approves the revised ASBM or ASB.

166. If the Board approves a revised ASBM or ASB indicating that it is a minor revision in accordance with paragraph 90(a)(ii) or 113(a)(ii), or if an editorial revision to an ASBM or ASB has been made in accordance with paragraph 115, the version number of the ASBM or ASB shall increase by one fractional number in the second decimal place

(e.g. from 1.00 to 1.01). In this case, for the purpose of publication of a PDD for global stakeholder consultation, submission of a request for registration, or submission of a request for renewal of crediting period in accordance with the “Clean development mechanism project cycle procedure”:

(a) A project activity may still apply the previous version or any earlier version:

(i) Until the [240th day] from the date that the next major revision becomes effective unless the previous or earlier version(s) has been put on hold by the Board in accordance with paragraph 93(a) or 93(b), if the remaining validity of the ASBM or ASB after the next major revision is longer than this [240-day] period; or

(ii) Until the validity of the ASBM or ASB expires unless the previous version has been put on hold by the Board in accordance with paragraph 93(a) or 93(b), if the remaining validity of the ASBM or ASB after the next major revision is not longer than this [240-day] period.

167. The version of an ASBM or ASB to be used for the calculation of emission reduction during the first crediting period shall be the most conservative⁴ approved version between the one that is applicable at the start of the first monitoring period and the one applicable on the day when the first monitoring period of the project activity ends.

168. For the subsequent crediting periods, the version of an ASBM or ASB to be used for the emission reduction calculation shall be the most conservative approved version between the one that is applicable at the time of submission of the revised PDD for the renewal of the crediting period and the one applicable on the day when the first monitoring period of the subsequent crediting periods start.

⁴ The most conservative version refers to either an ASBM or ASB that provides the lowest value of emission reduction.

Appendix 1. Modalities for publication of sector-specific data templates for establishing standardized baselines

1. Background

1. Parties, project participants, DOEs, international industry organizations or admitted observer organizations (hereinafter referred to as the proponent) may propose a new sector-specific data template, or request a revision to any currently valid sector-specific data template published on the UNFCCC CDM website, for the purpose of proposing a standardized baseline.

2. Proposal of new sector-specific data template

2. A proponent may submit to the secretariat through a dedicated UNFCCC CDM website a proposed new sector-specific data template and request its publication.
3. The proposed data template shall be developed based on sector-specific situations and mitigation measures. The proposed data template shall consist of the following sections:
 - (a) Definitions of key terminologies, assumptions or approaches used for the development of the data template, algorithm for the establishment of standardized baselines and any other relevant information (e.g. how to define the data categories or how to use the template). If any conservative approach is suggested, its justification shall be included;
 - (b) Lists of relevant data categories with consistent format and clear description;
 - (c) Name(s) of reference(s) or reviewers if reference(s) are used or expert reviews are conducted for the development of the data template.
4. The secretariat shall assess whether the proposed data template contains all the sections specified in paragraph 3 of this appendix within five (5) days of the submission by the proponent.
5. If the submission is deemed incomplete, the secretariat shall request the proponent to submit missing information or revise the data template. Once the submission is deemed complete, the secretariat shall select two (2) experts from the roster of experts for desk reviews ~~of baseline and monitoring methodologies~~ or consultants and forward the submission to them. The experts shall jointly prepare a recommendation on the proposed data template within seven (7) days of the receipt of the submission.
6. The recommendation of the experts shall include one of the following courses of action:
 - (a) Publish the proposed data template;
 - (b) Request modifications to the data template with recommended modifications; **or**
 - (c) Reject the proposed data template.

7. If the experts' recommendation is to request modifications to the data template, the secretariat shall communicate the recommendation to the proponent. The proponent shall submit to the secretariat a modified data template based on the recommended modifications within seven (7) days of receipt of the recommendation.
8. Within five (5) days of receipt of the modified data template, the experts shall issue a final recommendation: either the publication or the rejection of the proposed data template. If no response is received from the proponent within the deadline referred to in paragraph 7 of this appendix, the experts shall modify the data template within seven (7) days.
9. The secretariat shall consider the experts' final recommendation or modified data template, and decide on one of the following courses of action:
 - (a) Publish the proposed data template;
 - (b) Publish a data template modified by the experts and/or the secretariat; **or**
 - (c) Reject the proposed data template.
10. The secretariat shall communicate the decision to the proponent. If the decision is to publish the proposed or modified data template, the secretariat shall upload it and make it publicly available on the UNFCCC CDM website.

3. Request for revision of published sector-specific data template

11. A proponent may submit to the secretariat through a dedicated UNFCCC CDM website a request for revision to a published sector-specific data template.
12. The proponent shall provide the secretariat with a proposed revised data template and justify the reasons that prompted the revision request.
13. The secretariat shall assess whether the proposed revised data template contains all the sections specified in paragraph 3 of this appendix within five (5) days of receipt of the submission.
14. If the submission is deemed incomplete, the secretariat shall request the proponent to submit missing information or revise the data template. Once the submission is deemed complete, the secretariat shall select one expert from the roster of experts for desk reviews **of baseline and monitoring methodologies** or a consultant and forward the submission to him/her. The expert shall prepare a recommendation on the revision to the data template within seven (7) days of receipt of the submission.
15. The recommendation of the expert shall include one of the following courses of action:
 - (a) Publish the proposed revision of the data template;
 - (b) Request modifications to the revised data template with recommended modifications; **or**
 - (c) Reject the proposed revision of the data template.
16. If the expert's recommendation is to request modifications to the revised data template, the secretariat shall communicate the recommendation to the proponent. The proponent

shall submit to the secretariat a modified revised data template based on the recommended modification within seven (7) days of receipt of the recommendation.

17. Within five (5) days of receipt of the modified revised data template, the expert shall issue a final recommendation either the publication or rejection of the revised data template. If no response is received from the proponent within the deadline referred to in paragraph 16 of this appendix, the expert shall modify the data template within five (5) days.
18. The secretariat shall consider the expert's final recommendation or modified data template, and decide on one of the following courses of action:
 - (a) Publish the proposed data template;
 - (b) Publish a data template modified by the expert and/or the secretariat; **or**
 - (c) Reject the proposed data template.
19. The secretariat shall communicate the decision to the proponent. If the decision is to publish the proposed or modified data template, the secretariat shall upload it and make it publicly available on the UNFCCC CDM website.

4. Request for clarification of published sector-specific data template

20. A proponent may submit to the secretariat through a dedicated UNFCCC CDM website a request for clarification of a published sector-specific data template.
21. The secretariat shall provide the proponent with a response within 14 days of receipt of the clarification request.
22. The secretariat shall make publicly available all clarifications issued by the secretariat on the UNFCCC CDM website.

Appendix 2. Modalities for funding for preparation of assessment reports for establishment of standardized baselines

1. Selection of designated operational entity to prepare assessment report

1. A DNA of a Party that has 10 or fewer registered CDM project activities as of 31 December 2010, or represents a group of Parties, each of which has 10 or fewer registered CDM project activities as of 31 December 2010, that wishes to receive funding for the preparation of the assessment report referred to in paragraph 13(c) of (the main part of) this Procedure shall request funding by submitting the following documentation to the secretariat:
 - (a) A duly completed "Request for funding for assessment report form" (**F-CDM-PSB-RF-FORM**);
 - (b) Copies of letters sent to at least three (3) DOEs, either by the DNA or the entity under the agreement with the DNA, inviting them to present an offer to prepare the assessment report. The letters of invitation shall request the DOEs to include in the offer a breakdown of estimated time assigned to the task, personnel costs for their services and any other estimated expenses to be incurred by the DOE in preparing the assessment report. The letters of invitation shall also set a closing date for the receipt of the offers;
 - (c) The responses to the letters received and/or, if applicable, confirmation that no response was received on time from any one or more of the DOEs invited to present offers;
 - (d) A justification for the selection of one of the DOEs that made an offer to prepare the assessment report;
 - (e) Contact data (including payment details) of the DOE selected by the DNA for preparation of the assessment report.
2. Within 21 days of receipt of the submission from the DNA, the secretariat shall check whether the submission is complete.
3. If the secretariat finds that the submission is incomplete, it shall accordingly inform the DNA and request it to submit any missing documents or information to the secretariat within 10 days.
4. If the missing documents or information are not submitted within the deadline specified in paragraph 3 of this appendix, the secretariat shall suspend processing the request for funding any further until it receives the missing documents or information.
5. The secretariat shall grant the funding for the first three (3) funding requests for each Party that is eligible for funding in accordance with paragraph 1 of this appendix.
6. The secretariat shall grant the funding for all funding requests for a group of Parties wherein all are eligible for funding in accordance with paragraph 1 of this appendix.

7. The secretariat shall monitor the operation of the modalities in this appendix, and report to the Board thereon. Based on this information, the Board may at any time, and shall in any event no later than two (2) years after the adoption of the modalities, review the progress on the development of standardized baselines, and if appropriate, may modify the provisions set out in paragraphs 5 and/or 6 of this appendix with a view to establishing criteria for further funding, taking into account the applicability of standardized baselines and resource implications.
8. The maximum funding shall be USD 20,000 for each funding request. For a funding request submitted for a group of Parties, the maximum funding shall be USD 20,000 plus USD 5,000 per additional Party.

2. Agreement between DNA and the secretariat

9. Within 14 days of receipt of the complete submission of the documentation, the secretariat shall prepare an "Agreement for funding for preparation of assessment report for submission of standardized baseline" (**F-CDM-PSB-FA-FORM**) (the Agreement), including the provisions on the amount to be funded and the deadline for the submission by the DNA of the documents referred to in paragraph III. 11 of this appendix.
10. The Agreement shall be signed by the DNA and the secretariat to make the funding effective.

3. Submission of the assessment report and payment of funding

11. The secretariat shall disburse the approved funding to the DOE's bank account notified by the DNA in accordance with paragraph 1 of this appendix within 14 days of the DNA's submission to the secretariat of all of the following documents
 - (a) The assessment report;
 - (b) Final invoice for the preparation of the assessment report, issued by the DOE and addressed to the DNA;
 - (c) A duly completed "Proposed standardized baseline submission form" (**F-CDM-PSB-FORM**) referred to in paragraph 13(a) of (the main part of) this Procedure (if the assessment report contains a positive conclusion on the quality of the data collection, processing and compilation to establish the proposed standardized baseline);
 - (d) All additional documentation supporting the submission as per paragraph 13(a) of (the main part of) this Procedure (if the assessment report contains a positive conclusion on the quality of the data collection, processing and compilation to establish the proposed standardized baseline).
12. If the DNA does not submit the documents referred to in paragraph 11 of this appendix within the deadline specified in the Agreement, the secretariat may grant an additional period of 30 days to proceed with the submission. If the DNA still does not submit the documents within the extended deadline, the secretariat shall not disburse the funding and notify the DNA accordingly.
13. For any disbursed funding regardless of the conclusion (positive or negative) of the assessment report, or no disbursement of funding due to the DNA's failure to submit the

documents in accordance with paragraph 12 of this appendix, the corresponding application for funding made by the DNA shall be counted as one of the three (3) submissions of standardized baselines that can qualify for funding in accordance with paragraph 5 of this appendix.

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Appendix 3. Sample principles for revision and clarification of standardized baseline

1. Background

1. This appendix provides sample principles for a revision to and a (request for) clarification of an ASBM or ASB in accordance with the relevant section of this Procedure.

2. Sample principles for revision

2. A revision is the modification of an ASBM or ASB in order to improve it or broaden its scope and applicability.
3. The following are sample principles for a revision of an ASBM or ASB:
 - (a) New or better understanding of scientific evidence indicates that emission reductions may be overestimated or underestimated based on the ASBM or ASB or that the reductions may not be real, measurable and verifiable;
 - (b) The applicability conditions require broadening to include more potential project activity types or conditions for use;⁵
 - (c) There are identified inconsistencies, errors and/or ambiguities in the language and/or formulae used within or between ASBMs and/or ASBs; and/or
 - (d) There is scope for simplification and/or more clarification in order to improve its user-friendliness, or to incorporate clarifications on the ASBM or ASB that have already been provided by the Board or the secretariat in response to requests for clarification of the ASBM or ASB in accordance with section 7.1 of this Procedure.

3. Sample principles for clarification

4. A clarification on an ASBM or ASB is, for example, to clarify:
 - (a) The applicability of the ASBM or ASB to a specific (planned) CDM project activity;
 - (b) Various procedures provided in the ASBM or ASB, inter alia, for identifying the baseline scenario, demonstrating additionality, estimating baseline emissions, project emissions and leakage; or

⁵ A request for revision is suitable for situations where an ASBM or ASB is not applicable to a project activity but the project activity is broadly similar to the project activities to which the ASBM or ASB is applicable. Similarity is based on the nature (technology/measure) of the project activity and the sources of the emissions affected by the project activity. For example, an ASBM or ASB may not be applicable as the sources of emissions affected by the project activity are the same as those in the ASBM or ASB but the technology/measure used in the project activity is not covered under the applicability conditions; or the procedures provided in the ASBM or ASB for estimating emissions from sources are not applicable because of slight variations in the approach, flow of events or structure chosen in the project activity.

(c) Monitoring data and procedures.

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