Validation report form for CDM programme of activities

(version 01.0)

Complete this form in accordance with the attachment: "Instructions for filling out the validation report form for CDM programme of activities" at the end of this form.

VALIDATION REPORT	
Title of the programme of activities (PoA)	
Version number of the validation report	
Completion date of the validation report	
Version number of PoA-DD applicable to this validation report	
Date when PoA-DD was uploaded for global stakeholder consultation	
Coordinating/managing entity (CME)	
Host Party(ies)	
Sectoral scope(s)	
Selected methodology(ies)	
Selected standardized baseline(s)	
Name of DOE	
Name, position and signature of the approver of the validation report	

SECTION I. Executive summary

>>

SECTION II. Validation team, technical reviewer and approver

II.1. Validation team members

No.	Role	Type of resource	Last name	First name	Affiliation (e.g. name of central or other office of DOE or outsourced entity)	Involvement in			
						Desk review	On-site inspection	Interview(s)	Validation findings
1.	Team Leader								
2.	Validator								
..	…								
..	Technical Expert								
..	…								
..	Financial/ Other Expert								
..	…								
..	Trainee								
..	…								

II.2. Technical reviewer and approver of the validation report

No.	Role	Type of resource	Last name	First name	Affiliation (e.g. name of central or other office of DOE or outsourced entity)
1.	Technical reviewer				
…	**….**				
…	Approver				

SECTION III. Means of validation

III.1. Desk review

>>

III.2. On-site inspection

Duration of on-site inspection: DD/MM/YYYY to DD/MM/YYYY				
No.	**Activity performed on-site**	**Site location**	**Date**	**Team member**
1.				
…				

III.3. Interviews

No.	Interviewee			Date	Subject	Team member
	Last name	First name	Affiliation			
1.						
…						

III.4. Sampling approach

>>

III.5. Clarification requests, corrective action requests and forward action requests raised

Areas of validation of compliance	No. of CL	No. of CAR	No. of FAR
Part I			
General description of the PoA			
• PoA design document			
• Purpose and general description of the PoA			
o Generic CPA(s)			
o Specific-case CPA(s) submitted with the PoA			
Demonstration of additionality and development of eligibility criteria			
• Demonstration of additionality of the PoA			
• Eligibility criteria for inclusion of CPA(s) in the PoA			
Management system			
Duration of the PoA			
Environmental impacts			
Local stakeholder consultation			
Approval and authorization			
Global stakeholder consultation			
Contribution to sustainable development			
Modalities of communication			
Part II			
General description of generic CPA			
Application of a baseline and monitoring methodology and standardized baseline			
• Applicability of selected methodology(ies) and/or standardized baseline			
o Deviation from methodology			
o Clarification on applicability of methodology, tool and/or standardized baseline			
• Sources and GHGs			
• Description of baseline scenario			
• Demonstration of eligibility for a generic CPA			
• Estimation of emission reduction or net GHG removals by sings of the generic CPA			
o Explanation of methodological choices			
o Data and parameters fixed ex ante			
o Ex ante calculation of emission reductions or net GHG removals by sinks			
• Application of the monitoring methodology and description of the monitoring plan			
o Data and parameters to be monitored by the			

generic CPA			
o Description of the monitoring plan for the generic CPA			
Total			

Section I. Internal quality control

>>

Section II. Validation opinion

>>

Section III. Validation findings

PART I. Programme of activities

SECTION A. General description of the PoA

A.1. PoA design document

Means of validation	
Findings	
Conclusion	

A.2. Purpose and general description of the PoA

Means of validation	
Findings	
Conclusion	

A.2.1. Generic CPA(s)

Title, identification/reference number and/or version number	Sectoral scope(s)	Selected methodology(ies) and/or standardized baseline(s)

A.2.2. Specific-case CPA(s) submitted with the PoA

Specific-case CPA(s) reference number(s)	Generic CPA title, identification/ reference number and version number	Host Party	Crediting period dates of the specific-case CPA

SECTION B. Demonstration of additionality and development of eligibility criteria

B.1. Demonstration of additionality of the PoA

Means of validation	
Findings	
Conclusion	

B.2. Eligibility criteria for inclusion of CPA(s) in the PoA

No.	Eligibility criteria as set out in the PoA-DD	Means of validation/Findings/Conclusion

SECTION C. Management system

Means of validation	
Findings	
Conclusion	

SECTION D. Duration of the PoA

Means of validation	
Findings	
Conclusion	

SECTION E. Environmental impacts

Means of validation	
Findings	
Conclusion	

SECTION F. Local stakeholder consultation

Means of validation	
Findings	
Conclusion	

SECTION G. Approval and authorization

Means of validation	
Findings	
Conclusion	

SECTION H. Global stakeholder consultation

Means of validation	
Findings	
Conclusion	

SECTION I. Contribution to sustainable development

Means of validation	
Findings	
Conclusion	

SECTION J. Modalities of communication

Means of validation	
Findings	
Conclusion	

PART II. Generic component project activity(ies)

SECTION A. General description of generic CPA

Means of validation	
Findings	
Conclusion	

SECTION B. Application of a baseline and monitoring methodology and standardized baseline

B.1. Applicability of selected methodology(ies) and/or standardized baseline

Means of validation	
Findings	
Conclusion	

B.1.1. Deviation from methodology

Means of validation	
Findings	
Conclusion	

B.1.2. Clarification on applicability of methodology, tool and/or standardized baseline

Means of validation	
Findings	
Conclusion	

B.2. Sources and GHGs

Means of validation	
Findings	
Conclusion	

B.3. Description of baseline scenario

Means of validation	
Findings	
Conclusion	

B.4. Demonstration of eligibility for a generic CPA

No.	Eligibility criteria for the generic CPA	Means for assessment of inclusion of CPA	Means of validation/Findings/Conclusion

B.5. Estimation of emission reductions or net GHG removals by sinks of the generic CPA

B.5.1. Explanation of methodological choices

Means of validation	
Findings	
Conclusion	

B.5.2. Data and parameters fixed ex ante

Means of validation	
Findings	
Conclusion	

B.5.3. Ex ante calculation of emission reductions or net GHG removals by sinks

Means of validation	
Findings	
Conclusion	

B.6. Application of the monitoring methodology and description of the monitoring plan

Means of validation	
Findings	
Conclusion	

B.6.1. Data and parameters to be monitored by the generic CPA

Means of validation	
Findings	
Conclusion	

B.6.2. Description of the monitoring plan for the generic CPA

Means of validation	
Findings	
Conclusion	

Appendix 1. Abbreviations

Abbreviations	Full Texts

Appendix 2. Competence of team member and technical reviewer(s)

Appendix 3. Documents reviewed or referenced

No.	Author	Title	References to the document	Provider
1				
2				
3				
…				

Appendix 4. Clarification requests, corrective action requests and forward action requests

Table 1. CL from this validation

CL ID	xx	**Section no.**		**Date:** DD/MM/YYYY
Description of CL				
CME response				**Date:** DD/MM/YYYY
Documentation provided by CME				
DOE assessment				**Date:** DD/MM/YYYY

Table 2. CAR from this validation

CAR ID	xx	**Section no.**		**Date:** DD/MM/YYYY
Description of CAR				
CME response				**Date:** DD/MM/YYYY
Documentation provided by CME				
DOE assessment				**Date:** DD/MM/YYYY

Table 3. FAR from this validation

FAR ID	xx	**Section no.**		**Date:** DD/MM/YYYY
Description of FAR				
CME response				**Date:** DD/MM/YYYY
Documentation provided by CME				
DOE assessment				**Date:** DD/MM/YYYY

Attachment: Instructions for filling out the validation report form for CDM programmes of activities

1. General instructions

1. When completing the CDM-PoA-VAL-FORM that applies to the validation of any type of CDM PoA except carbon dioxide capture and storage (CCS) CDM PoA, in addition to applying the relevant requirements in the valid version of the "CDM validation and verification standard (VVS)", the "Standard for demonstration of additionality, development of eligibility criteria and application of multiple methodologies for programme of activities (PoA standard)" and, where applicable, the "Standard for sampling and surveys for CDM project activities and programme of activities (Sampling standard)", consult the "Rules and Reference" section of the UNFCCC CDM website. This section contains all regulatory documents for the CDM, such as standards (including methodologies, tools and standardized baselines), procedures, guidelines, clarifications, forms and the "Glossary: CDM terms".

2. Include, if necessary, additional information other than that indicated in this validation report in order to support how the designated operational entity (DOE) has arrived at its validation conclusions. This information may include, but need not be limited to tables, graphs and annexes such as a validation protocol.

3. List all the abbreviations used in this validation report in Appendix 1 below.

4. Complete the CDM-PoA-VAL-FORM and all attached documents in English, or attach a full translation of relevant sections in English.

5. Complete the CDM-PoA-VAL-FORM using the same format without modifying its font, headings or logo, and without any other alteration to the form.

6. Do not modify or delete the tables and their columns in the CDM-PoA-VAL-FORM. Add rows to the tables and appendices as needed.

7. If a section of the CDM-PoA-VAL-FORM is not applicable, explicitly state "N/A" to indicate that the section is left blank intentionally.

8. Use an internationally recognized format for the presentation of values in the CDM-PoA-VAL-FORM, for example use digits grouping in thousands and mark a decimal point with a dot (.), not with a comma (,).

9. Complete the CDM-PoA-VAL-FORM deleting this attachment "Instructions for filling out the validation report form for CDM programmes of activities".

2. Specific instructions

1. Indicate the following information on the cover page:
   - (a) Title of the PoA;
   - (b) Version number of the validation report (version XX.X);
   - (c) Completion date of the validation report (DD/MM/YYYY);
   - (d) Version number of PoA-DD applicable to this validation report (version XX.X);
   - (e) Date when PoA-DD was uploaded for global stakeholder consultation (DD/MM/YYYY);
   - (f) Coordinating/managing entity (CME) ;

(g) Host Party (ies);
(h) Sectoral scope(s)
(i) Selected methodology(ies);
(j) Selected standardized baseline(s), where applicable;
(k) Name of DOE;
(l) Name, position and signature of the approver of the final validation report.

Section I. Executive summary

1. Provide a brief summary of the PoA (including the policy/measure or stated goal that the PoA seeks to promote, general description and location), scope of the validation, validation process and conclusion.

Section II. Validation team, technical reviewer and approver

1. Provide details of the validation team members in section II.1, and of the technical reviewer and approver in section II.2II.2. If applicable, also identify any trainees.
2. For "Type of resource" in sections II.1 and II.2, indicate the type of resource of the personnel with the use of one of the following abbreviations referring to the "CDM accreditation standard":
   (a) IR (Internal Resource)
   (b) EI (External Individuals)
   (c) OR (Outsourced Resource).
3. Demonstrate how the team meets the competence required for the validation in Appendix 2 below.

Section III. Means of validation

III.1. Desk review

1. List all documents reviewed or referenced during the validation in Appendix 3 below.

III.2. On-site inspection

1. Summarize any on-site inspection performed during the validation in the table below. Add rows for additional on-site inspections as needed.

III.3. Interviews

1. Summarize all the interviews (i.e. in person interviews, web/teleconferences, etc.) conducted during the validation in the table. Add rows for additional interviewees as needed.

III.4. Sampling approach

1. Where a sampling approach is used for the validation, summarize all the sampling efforts and surveys conducted during the validation.
2. Where a sampling approach is used for the on-site inspection, include a description of how the sample size was determined and field check was carried out.

III.5. Clarification requests, corrective action requests and forward action requests raised

1. Indicate in the following table the number of the clarification requests (CLs), corrective action requests (CARs), and forward action requests (FARs) raised in each area of validation findings in Section VI below.

Section IV. Internal quality control

1. Describe the measures taken to ensure the quality of the validation activities.

Section V. Validation opinion

1. Provide a validation opinion in accordance with applicable validation requirements in the VVS.

Section VI. Validation findings

1. In all sections of Part I and Part II below, complete tables to validate the compliance in accordance with applicable validation requirements in the VVS by describing:
   (a) Means of validation: describe how the compliance was validated;
   (b) Findings: provide a brief description of the findings. Include in Appendix 4 below details of any CLs, CARs and FARs, if raised;
   (c) Conclusion: provide a conclusion on the compliance based on the findings.

PART I. Programme of activities

SECTION A. General description of the PoA

A.1. PoA design document

1. Explain how the compliance of the PoA design document was assessed in accordance with applicable validation requirements in the VVS.

A.2. Purpose and general description of the PoA

1. Explain how the description of the proposed PoA was assessed in accordance with applicable validation requirements in the VVS, including the following:
   (a) The framework developed for the implementation of the proposed PoA, and defining a proposed generic CPA and specific-case CPA under the PoA;
   (b) The policy/measure or stated goal that the proposed PoA seeks to promote;
   (c) That the proposed PoA is a voluntary action by the CME;
   (d) CME and project participants;
   (e) Physical/geographical boundary of the PoA;
   (f) Technology/measures;
   (g) Public funding of the PoA.
2. For a proposed afforestation/reforestation (A/R) PoA, in addition to paragraph 1 above, explain how the eligibility of the land and the approach to address non-permanence were assessed in accordance with applicable specific validation requirements for A/R project activities in the VVS.

A.2.1. Generic CPA(s)

1. In the first column of the table, list the generic CPA(s) covered in Part II of the PoA-DD. Provide the requested information on the generic CPA(s) (i.e. title, identification/reference number and/or version number) for reference.
2. For each generic CPA, provide the corresponding information required in the rest of the columns. Add rows for additional generic CPAs as needed.
3. In the third column, indicate the exact reference (number, title, version) of:
   (a) The selected methodology(ies) (e.g. ACM0001: “Large-scale consolidated methodology: Flaring or use of landfill gas” (Version 15.0)) or combination of methodologies;
   (b) Any tools and other methodologies to which the applied methodology(ies) refers (e.g. "Methodological Tool: Tool for the demonstration and assessment of additionality" (Version 07.0.0));
   (c) The selected standardized baseline(s), where applicable (e.g. ASB0001 “Standardized baseline: Grid emission factor for the Southern African power pool” (Version 01.0)).
4. Refer to the UNFCCC CDM website for the exact reference of the applied methodologies, tools and standardized baselines.
5. Confirm that a generic CPA-DD has been prepared for each technology/measure, each methodology and each combination thereof, or that technologies/measures have been combined in one generic CPA-DD in accordance with the relevant requirements in the VVS.

A.2.2. Specific-case CPA(s) submitted with the PoA

1. In the first column of the table, list the specific-case CPA(s) submitted with the request for registration of the PoA. The title, identification/reference and version number of the generic CPA(s) should be the same as those indicated in section A.2.1 of Part I.

2. For each specific-case CPA, provide the corresponding information required in the rest of the columns. Provide the crediting period of the specific-case CPA(s) in the format 'DD/MM/YYYY - DD/MM/YYY' (start and end date included). Add rows for additional specific-case CPAs as needed.

SECTION B. Demonstration of additionality and development of eligibility criteria

B.1. Demonstration of additionality of PoA

1. Explain how the additionality of the PoA was assessed in accordance with the applicable requirements in the VVS and PoA standard.

B.2. Eligibility criteria for inclusion of CPA(s) in the PoA

1. In the table, list all the eligibility criteria for inclusion of a CPA in the PoA as set out in the PoA-DD. Add more rows as needed.
2. Explain how the eligibility criteria for inclusion of a CPA in the PoA were assessed in accordance with applicable requirements in the VVS and the PoA standard.

SECTION C. Management system

1. Explain how the management system was assessed in accordance with the applicable requirements in the VVS and the PoA standard.
2. If a single sampling plan for the determination of parameter values for calculating GHG emission reductions is undertaken at PoA level, explain how the single sampling plan was assessed in accordance with the applicable requirements in the VVS and the Sampling standard.

SECTION D. Duration of the PoA

1. Explain how the start date and duration of the PoA were assessed in accordance with the applicable requirements in the VVS.
2. If the CME, for the purpose of determining the start date of the proposed CDM PoA, has chosen to notify the DNA(s) of the host Party(ies) of the PoA and the secretariat in writing of the intention to seek CDM status of the PoA, confirm whether the start date indicated in the PoA-DD is the date of the notification of the intention in accordance with the applicable requirements in the VVS.

SECTION E. Environmental impacts

1. Determine whether the analysis of environmental impacts and, if considered significant by the CME or by the host Party, the environmental impact assessment were performed at the PoA level and/or at the specific-case CPA level.
2. If the analysis is conducted at the PoA level, explain how the analysis of the environmental impacts and, if considered significant by the CME or by the host Party, the environmental impact assessment were assessed in accordance with applicable requirements in the VVS.
3. If the analysis is conducted at the PoA level for a proposed small-scale PoA, instead of paragraph 1 of section E above, explain how the analysis of environmental impacts, if required by the host Party(ies), was assessed in accordance with the applicable requirements in the VVS.
4. If the analysis is conducted at the PoA level for a proposed A/R PoA or a proposed small-scale A/R PoA, in addition of paragraph 1 of section E above, explain how the analysis of the socio-economic and environmental impacts and, if considered significant by the CMEs or by the host Party, the socio-economic impact assessment and/or environmental impact assessment were assessed in accordance with the applicable requirements in the VVS.

SECTION F. Local stakeholder consultation

1. Determine whether the local stakeholder consultation process was carried out at the PoA level and/or at the specific-case CPA level.
2. If the local stakeholder consultation process was carried out at the PoA level, explain how the local stakeholder consultation process was assessed in accordance with the applicable requirements in the VVS.

SECTION G. Approval and authorization

1. Explain how the approval from the DNA of each Party listed in the PoA-DD was assessed in accordance with the applicable requirements in the VVS.
2. Explain how the authorization of each project participant was assessed in accordance with the applicable requirements in the VVS.
3. Explain how the authorization of the CME was assessed in accordance with the applicable requirements in the VVS.

SECTION H. Global stakeholder consultation

1. Explain how the global stakeholder consultation process was assessed in accordance with applicable validation requirements related to the global stakeholder consultation in the VVS.

SECTION I. Contribution to sustainable development

1. Explain how the contribution to sustainable development was assessed in accordance with applicable validation requirements related to the contribution to sustainable development in the VVS.

SECTION J. Modalities of communication

1. Explain how the modalities of communication (MoC) statement was assessed in accordance with applicable validation requirements in the VVS.

PART II. Generic component project activity(ies)

1. Part II is to be completed for all generic CPAs covered in the PoA-DD as listed in section A.2.1 of Part I above. Replicate each section of Part II for each generic CPA.

SECTION A. Description of generic CPA

1. Explain how the description of the generic CPA was assessed in accordance with the applicable requirements in the VVS.

SECTION B. Application of a baseline and monitoring methodology and standardized baseline

B.1. Applicability of selected methodology(ies) and/or standardized baseline

1. Explain how the applicability of methodology(ies), and/or combination of methodologies, tool(s) and/or standardized baseline(s) to the generic CPA was assessed in accordance with the applicable requirements in the VVS and the PoA standard.

B.1.1. Deviation from methodology

1. Confirm whether any deviation from the selected methodology has been approved by the Board for the proposed PoA. If a deviation has been approved by the Board, provide the date of approval and reference number.

B.1.2. Clarification on applicability of methodology, tool and/or standardized baseline

1. Confirm whether any clarification on applicability of methodology, tool and/or standardized baseline to the proposed PoA has been issued. If the clarification has been issued, provide the date of the issuance and reference number.

B.2. Sources and GHGs

1. Explain how sources and GHGs included in the generic CPA boundary for the purpose of calculating project emissions and baseline emissions was assessed in accordance with the applicable validation requirements in the VVS.

B.3. Description of baseline scenario

1. Explain how the baseline scenario identified for the generic CPA was assessed in accordance with the applicable validation requirements in the VVS.

B.4. Demonstration of eligibility for a generic CPA

1. In the table, list all the eligibility criteria applicable to the generic CPA as described in Part II of the PoA-DD, including the demonstration of additionality, and their usability to assess the inclusion of the specific-case CPA in the PoA. Add more rows as needed.
2. Explain how each eligibility criterion of the generic CPA, including the conditions that the CPA meets the requirement pertaining to the demonstration of additionality, is verifiable, sufficiently objective and comprehensive to permit the assessment of the inclusion of specific-case CPAs in the PoA in accordance with the applicable requirements in the VVS, the PoA standard, and the conclusion in section B.2 of Part I above.

B.5. Estimation of emission reductions or net GHG removals by sinks of the generic CPA

B.5.1. Explanation of methodological choices

1. Explain how the steps taken and the equation and parameters applied to calculate the emission reductions for the generic CPA were assessed in accordance with the applicable requirements in the VVS and the PoA standard.

B.5.2. Data and parameters fixed ex ante

1. Explain how the data and parameters fixed ex-ante that are used in the equations to calculate the emission reductions for the generic CPA were assessed in accordance with the applicable requirements in the VVS, the PoA standard, and where applicable, the Sampling standard.

B.5.3. Ex ante calculation of emission reductions or net GHG removals by sinks

1. Explain how it was assessed that the baseline methodology, any corresponding tool(s) and, where applicable, the standardized baseline have been applied correctly to calculate project emissions, baseline emissions, leakage and emission reductions, in accordance with the applicable requirements in the VVS and the PoA standard.

B.6. Application of the monitoring methodology and description of the monitoring plan

1. Confirm whether the CME has chosen to delay the submission of the monitoring plan for the PoA and its generic CPA(s). If so, provide evidence of the documentation of the decision taken by the CME to delay the submission of the monitoring plan. Otherwise, follow the instructions in sections B.6.1. and B.6.2. below.

B.6.1. Data and parameters to be monitored by the generic CPA

1. Explain how the data and parameters to be monitored or estimated on implementation that are used in the equations to calculate the emission reductions or GHG removals by sinks for the generic CPA were assessed in accordance with the applicable requirements in the VVS, the PoA standard, and where applicable, the Sampling standard.

B.6.2. Description of the monitoring plan for the generic CPA

1. Explain how the description of the monitoring plan was assessed in accordance with the applicable requirements in the VVS and the PoA standard.

Appendix 1. Abbreviations

1. List all the abbreviations used in this report in the table.

Appendix 2. Competence of team member and technical reviewer(s)

1. Provide documentation to substantiate the required competence of validation team members and technical reviewer(s).

Appendix 3. Documents reviewed or referenced

1. List all documents reviewed or referenced during the validation including CDM regulatory documents in the table.
2. For each document indicate the following:
   (a) Title: provide the title of the document. Include the version number, if applicable;
   (b) Author: provide the name(s) of the author(s). Where the author(s) belong(s) to the organization(s) that issue(s) the document, provide only the name(s) of the organization(s);
   (c) References to the document: where applicable, provide the relevant reference to the document such as the dates of completion/publication and URL;
   (d) Provider: choose one of the following options to indicate who provided the document to the DOE for its desk review. Select 'Others' for documents that were provided by those other than the CMEs:
      (i) CME;
      (ii) Others.

Appendix 4. Clarification requests, corrective action requests and forward action requests

1. If needed, copy tables 1, 2 and/or 3 for each CL, CAR, and/or FAR and copy the following rows until the finding is closed unless a FAR for future verifications is issued:
   (a) CME response;
   (b) Documentation provided by CME;
   (c) DOE assessment.
2. In each table indicate the section number of the validation report to which each CL, CAR, or FAR corresponds.

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Document information

Version	*Date*	*Description*
01.0	4 May 2015	Initial publication.

Decision Class: Regulatory
Document Type: Form
Business Function: Registration
Keywords: programme of activities, validation report