



Validation report form for renewal of crediting period of component project activities

(Version 01.0)

Complete this form in accordance with the "Attachment: Instructions for filling out the validation report form for renewal of crediting period of component project activities" at the end of this form.

VALIDATION REPORT FOR RENEWAL OF CREDITING PERIOD (RCP)

Reference number and title(s) of the specific-case CPA(s)	Ref. no.	Title
Number and duration of the next crediting period		
Version number of the validation report for RCP		
Completion date of the validation report for RCP		
Title and UNFCCC ref. no. of the PoA into which the specific-case CPA(s) is/are included		
Version number of the PoA-DD into which the specific-case CPA(s) is/are included		
Coordinating/managing entity (CME)		
Host Party(ies)		
Estimated annual average emission reductions or net GHG removals in the crediting period (tCO₂e) for each specific-case CPA	CPA Ref. no.	Estimated annual average emission reductions or net GHG removals in the crediting period (tCO₂e)
Sectoral scope(s) for each specific-case CPA	CPA Ref. no.	Sectoral scope(s)

Selected methodology(ies) for each specific-case CPA	CPA Ref. no.	Selected methodology(ies)
Selected standardized baseline(s) for each specific-case CPA	CPA Ref. no.	Selected standardized baseline(s)
Name of DOE		
Name, position and signature of the approver of the validation report for RCP		

SECTION A. Executive summary

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SECTION B. Validation team, technical reviewer and approver

B.1. Validation team member

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								
..	...								

B.2. Technical reviewer and approver of the validation report for renewal

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 C. Means of validation

C.1. Desk review

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C.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.				
...				

C.3. Interviews

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

C.4. Clarification requests, corrective action requests and forward action requests raised

Area of validation findings	No. of CL	No. of CAR	No. of FAR
Compliance with CPA-DD form			
Application of baseline and monitoring methodology and standardized baseline			
Validity of original baseline or its update			
Demonstration of eligibility for the CPA(s)			
Estimated GHG emission reductions or net anthropogenic GHG removals			
Validity of monitoring plan			
Crediting period			
CME and project participants			
Others (please specify)			
Total			

SECTION D. Validation findings

D.1. Compliance with CPA-DD form

Means of validation	
Findings	
Conclusion	

D.2. Application of baseline and monitoring methodology and standardized baseline

Means of validation	
Findings	
Conclusion	

D.3. Validity of original baseline or its update

Means of validation	
Findings	
Conclusion	

D.4. Demonstration of eligibility for the CPA(s)

Means of validation	
Findings	
Conclusion	

D.5. Estimated GHG emission reductions or net anthropogenic GHG removals

Means of validation	
Findings	
Conclusion	

D.6. Validity of monitoring plan

Means of validation	
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Findings	
Conclusion	

D.7. Crediting period

Means of validation	
Findings	
Conclusion	

D.8. CME and project participants

Means of validation	
Findings	
Conclusion	

D.9. Post-registration changes

Type of post-registration changes (PRCs)	Confirmation (Y/N)	Validation report for PRCs	
		Version	Completion date
Corrections			
Permanent changes from registered monitoring plan, monitoring methodology or standardized baseline			
Changes to the project design of a registered programme of activities			
Changes to project design of generic component project activities or specific-case component project activities			
Types of changes specific to afforestation and reforestation project activities			

SECTION E. Internal quality control

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SECTION F. Validation opinion

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Appendix 1. Abbreviations

Abbreviations	Full texts

Appendix 2. Competence of team members and technical reviewers

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 renewal of crediting period of component project activities

1. General instructions

1. When completing the CDM-CPA-RCP-FORM that applies to the validation of renewal of any type of registered CDM specific-case CPA except registered 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 \(VVS\)](#)", 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 necessarily, additional information other than that indicated in this validation report for renewal of CPA, in order to support how the designated operational entity (DOE) has arrived at its 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-CPA-RCP-FORM and all attached documents in English, or attach a full translation of relevant sections in English.
5. Complete the CDM-CPA-RCP-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-CPA-RCP-FORM. Add rows to the tables and appendices as needed.
7. If a section of the CDM-CPA-RCP-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-CPA-RCP-FORM, for example use digits grouping in thousands and mark a decimal point with a dot (.), not with a comma (,).
9. Complete the CDM-CPA-RCP-FORM deleting this attachment "Instructions for filling out the validation report form for renewal of CDM programme of activities".

2. Specific instructions

1. Indicate the following information on the cover page:
 - (a) Reference number and title(s) of the specific-case CPA(s);
 - (b) Number and duration of the next crediting period (first and last days included (DD/MM/YYYY – DD/MM/YYYY));
 - (c) Version number of the validation report for RCP (Version XX.X);
 - (d) Completion date of the validation report for RCP (DD/MM/YYYY);
 - (e) Title and UNFCCC reference number of the PoA into which the specific-case CPA(s) is/are included;
 - (f) Version number of the PoA-DD into which the specific-case CPA(s) is/are included;
 - (g) Coordinating/managing entity (CME);
 - (h) Host Party(ies);
 - (i) Estimated annual average emission reductions or net GHG removals in the crediting period (tCO₂e) for each specific-case CPA;
 - (j) Sectoral scope(s) for each specific-case CPA;
 - (k) Selected methodology(ies) for each specific-case CPA;
 - (l) Selected standardized baseline(s) for each specific-case CPA;
 - (m) Name of DOE;
 - (n) Name, position and signature of the approver of the final validation report for RCP.

SECTION A. Executive summary

1. Provide a brief summary of the CPA (including the technology/measure and location), scope of the validation, validation process and conclusion.

SECTION B. Validation team, technical reviewer and approver

1. Provide details of the validation team, technical reviewer and approver in sections B.1 and B.2. If applicable, also identify any trainees.
2. For “Type of resource” in sections B.1 and B.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 C. Means of validation

C.1. Desk review

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

C.2. On-site inspection

1. Summarize any on-site inspection performed during the validation in the table.

C.3. Interviews

1. Summarize all the interviews (i.e. in-person interviews, web/teleconferences, etc.) conducted during the validation in the table.

C.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.

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

1. Indicate in the 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 D below.

SECTION D. Validation findings

1. In sections D.1–D.8 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.

D.1. Compliance with CPA-DD form

1. Confirm the compliance of the updated CPA-DD with the valid version of the applicable CPA-DD form and the instructions therein for filling out the CPA-DD form.
2. If the project participants used the later version of the CPA-DD form for the updated CPA-DD than the version of the CPA-DD form of the registered CPA-DD, confirm whether information transferred to the later version of the CPA-DD form is materially the same as that in the registered CPA-DD.

D.2. Application of baseline and monitoring methodology and standardized baseline

1. Explain how the application of the baseline and monitoring methodology and, where applicable, the standardized baseline in the updated CPA-DD was assessed in accordance with the applicable validation requirements in the VVS.
2. Confirm whether any deviation from the valid version of the methodology (including a consolidated methodology thereof) and/or methodological tool applied in the included CPA-DD or from any other selected methodology and/or methodological tool, has been approved by the Board for the specific-case CPA(s). If the deviation has been approved by the Board, confirm the date of approval and reference number.

D.3. Validity of original baseline or its update

1. Explain how the validity of the baseline in the updated CPA-DD was assessed in accordance with the applicable validation requirements in the VVS.

D.4. Demonstration of eligibility for the CPA(s)

1. Determine how the specific-case CPA(s) complies with each eligibility criterion for the inclusion of CPA in the PoA, including the conditions that the specific-case CPA(s) meet(s) the requirement pertaining to the demonstration of additionality, as described in the registered POA and the corresponding generic CPA(s), in accordance with the applicable requirements in the VVS and the PoA standard.

D.5. Estimated GHG emission reductions or net anthropogenic GHG removals

1. Explain how the estimated GHG emission reductions or net anthropogenic GHG removals in the updated CPA-DD were assessed in accordance with the applicable validation requirements in the VVS.

D.6. Validity of monitoring plan

1. Explain how the monitoring plan in the updated CPA-DD was assessed in accordance with the applicable validation requirements in the VVS.

D.7. Crediting period

1. Explain how the crediting period in the updated CPA-DD was assessed in accordance with the applicable validation requirements in the VVS.

D.8. CME and project participants

1. Explain how the names of the CME and project participants included in the updated CPA-DD were assessed in accordance with the applicable validation requirements in the VVS.

D.9. Post-registration changes

1. Confirm in the table whether any proposed post-registration changes for the next crediting period are to be submitted together with the request for renewal of crediting period.
2. In cases where the proposed changes are to be submitted together with the request for renewal of crediting period, report the version number and completion date of the validation report for post-registration changes.

SECTION E. Internal quality control

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

SECTION F. Validation opinion

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

Appendix 1. Abbreviations

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

Appendix 2. Competence of team members and technical reviewers

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 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 CME:
 - (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 for renewal of crediting period to which each CL, CAR or FAR corresponds.

Document information

<i>Version</i>	<i>Date</i>	<i>Description</i>
01.0	3 August 2015	Initial publication.
Decision Class: Regulatory		
Document Type: Form		
Business Function: Renewal of crediting period		
Keywords: component project activity, crediting period, validation report		