Validation report form for renewal of CDM programme of activities

(Version 02.0)

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

VALIDATION REPORT FOR RENEWAL OF PoA	
Title of the programme of activities (PoA)	
UNFCCC reference number of the PoA	
Version number of the validation report for renewal of PoA	
Completion date of the validation report for renewal of PoA	
Version number of the PoA-DD applicable to this validation report	
Coordinating/managing entity (CME)	
Host Party(ies)	
Sectoral scope(s)	
Selected methodology(ies)	
Selected standardized baseline(s)	
Name of DOEs	
Name, position and signature of the approver of the validation report for renewal	

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**
Part I			
Compliance with PoA-DD form			
CME and project participants			
Eligibility criteria for inclusion of CPAs in the PoA			
Application of baseline and monitoring methodology and standardized baseline			
Post-registration changes			
Part II			
Application of baseline and monitoring methodology and standardized baseline			
Demonstration of eligibility for a generic CPA			
Validity of original baseline or its update			
Validity of monitoring plan			
Total			

SECTION D. Internal quality control

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SECTION E. Validation opinion

>>

SECTION F. Validation findings - Part I: Programme of activities

F.1. Generic CPA(s)

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

F.2. Compliance with PoA-DD form

Means of validation	
Findings	
Conclusion	

F.3. CME and project participants

Means of validation	
Findings	
Conclusion	

F.4. Eligibility criteria for inclusion of CPAs in the PoA

Means of validation	
Findings	
Conclusion	

F.5. Application of baseline and monitoring methodology and standardized baseline

Means of validation	
Findings	
Conclusion	

F.6. 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 G. Validation findings- Part II: Generic component project activity (CPA)

G.1. General description of the generic CPA

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

Means of validation	
Findings	
Conclusion	

G.3. Demonstration of eligibility for a generic CPA

Means of validation	
Findings	
Conclusion	

G.4. Validity of original baseline or its update

Means of validation	
Findings	
Conclusion	

G.5. Validity of monitoring plan

Means of validation	
Findings	
Conclusion	

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 CDM programme of activities

1. General instructions

1. When completing the CDM-PoA-REN-FORM that applies to the validation of renewal of any type of registered CDM PoA 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 necessary, additional information other than that indicated in this validation report for renewal of PoA, 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-PoA-REN-FORM and all attached documents in English, or attach a full translation of relevant sections in English.

5. Complete the CDM-PoA-REN-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-REN-FORM. Add rows to the tables and appendices as needed.

7. If a section of the CDM-PoA-REN-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-REN-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-REN-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) Title of the PoA;
   (b) Reference number of the PoA (UNFCCC reference number);
   (c) Version number of the validation report for renewal of PoA (version XX.X);
   (d) Completion date of the validation report for renewal of PoA (DD/MM/YYYY);
   (e) Version number of PoA-DD to which this report applies (version XX.X);
   (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 validation report for renewal.

SECTION A. 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 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. 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. Internal quality control

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

SECTION E. Validation opinion

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

SECTION F. Validation findings: Part I – Programme of activities

1. In sections F.2–F.5 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.

F.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.

F.2. Compliance with PoA-DD form

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

F.3. CME and project participants

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

F.4. Eligibility criteria for inclusion of CPAs in the PoA

1. Explain how the updated eligibility criteria for inclusion of a CPA in the PoA were assessed in accordance with applicable requirements in the VVS and the PoA standard. Validation findings may be presented for each eligibility criterion listed in the original PDD in tabular format.

F.5. 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 PoA-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 PoA-DD or from any other selected methodology and/or methodological tool, has been approved by the Board for the PoA. If the deviation has been approved by the Board, confirm the date of approval and reference number.

F.6. Post-registration changes

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

SECTION G. Validation findings - Part II: Generic component project activity (CPA)

1. Part II is to be completed for all generic CPAs covered in the PoA-DD as listed in section F.1 of Part I above. Replicate each section of Part II for each generic CPA.
2. In sections G.2-G.5 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.

G.1. General description of the generic CPA

1. Provide a brief description of the generic CPA (including technology/measure and location).

G.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 generic CPA-DD part of the updated PoA-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 PoA-DD or from any other selected methodology and/or methodological tool, has been approved by the Board for the PoA. If the deviation has been approved by the Board, confirm the date of approval and reference number.

G.3. Demonstration of eligibility for a generic CPA

1. Explain how it was assessed that the generic CPA meets the updated eligibility criteria for inclusion of a CPA in the PoA in accordance with applicable requirements in the VVS and the PoA standard. Validation findings may be presented for each eligibility criterion listed in the original PDD in tabular format.

G.4. Validity of original baseline or its update

1. Explain how the validity of the original baseline or its update, including the approach for estimation of GHG emission reductions or net GHG removals, in the updated PoA-DD was assessed in accordance with the applicable validation requirements in the VVS.

G.5. Validity of monitoring plan

1. Explain how the monitoring plan in the updated PoA-DD was assessed in accordance with the 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 to which each CL, CAR or FAR corresponds.

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Document information

Version	*Date*	*Description*
02.0	20 June 2017	Adjustment to Reference number for consistency. Previously CDM-PoA-REN-FORM
01.0	3 August 2015	Initial publication.

Decision Class: Regulatory
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