



**Validation report form for renewal of CDM programme of activities period  
(Version 01.0)**

*Complete this form in accordance with the instructions attached at the end of this form.*

**BASIC INFORMATION**

<b>Title and UNFCCC reference number of the programme of activities (PoA)</b>	
<b>Number and duration of the next period</b>	
<b>Version number of the validation report for renewal of the PoA period</b>	
<b>Completion date of the validation report for renewal of the PoA period</b>	
<b>Version number of PoA-DD to which this report applies</b>	
<b>Coordinating/managing entity (CME)</b>	
<b>Host Parties</b>	
<b>Applied methodologies and standardized baselines</b>	
<b>Mandatory sectoral scopes linked to the applied methodologies</b>	
<b>Conditional sectoral scopes linked to the applied methodologies</b>	
<b>Estimated amount of annual average GHG emission reductions or GHG removals by sinks in the next crediting period</b>	
<b>Name and UNFCCC reference number of the DOE</b>	
<b>Name, position and signature of the approver of the validation report for renewal of the PoA period</b>	

**SECTION A. Executive summary**

&gt;&gt;

**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/document 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 of PoA period**

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/document review**

&gt;&gt;

**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. Sampling approach**

&gt;&gt;

**C.5. Clarification requests (CLs), corrective action requests (CARs) and forward action requests (FARs) raised**

Area of validation findings	No. of CL	No. of CAR	No. of FAR
<b>Programme of activities</b>			
Compliance with PoA-DD form			
Crediting period			
Coordinating/managing entity and the project participants			
Post-registration changes			
<b>Generic component project activities</b>			
Application and selection of methodologies and standardized baselines			
Validity of original baseline or its update			
Estimated emission reductions or net anthropogenic removals			
Validity of monitoring plan			
Eligibility criteria for inclusion of CPAs			
Others (please specify)			
<b>Total</b>			

**SECTION D. Validation findings****D.1. Programme of activities****D.1.1. Compliance with PoA-DD form**

<b>Means of validation</b>	
<b>Findings</b>	
<b>Conclusion</b>	

**D.1.2. Programme of activities period**

<b>Means of validation</b>	
<b>Findings</b>	
<b>Conclusion</b>	

**D.1.3. Coordinating/managing entity and the project participants**

<b>Means of validation</b>	
<b>Findings</b>	
<b>Conclusion</b>	

**D.1.4. Post-registration changes**

Type of post-registration changes (PRCs)	Confirmation (Y/N)	Validation report for PRCs	
		Version	Completion date
Temporary deviations from the registered monitoring plan, applied methodologies or applied standardized baselines			
Corrections			
Inclusion of a monitoring plan			
Permanent changes to the registered monitoring plan, or permanent deviation of monitoring from the applied methodologies, standardized baselines, or other applied standards or tools			
Changes to the programme design or project design			
Change of coordinating/managing entity			
Changes specific to afforestation and reforestation activities			

**D.2. Generic component project activities****D.2.1. Application and selection of methodologies and standardized baselines**

Means of validation	
Findings	
Conclusion	

**D.2.2. Validity of original baseline or its update**

Means of validation	
Findings	
Conclusion	

**D.2.3. Estimated emission reductions or net anthropogenic removals**

Means of validation	
Findings	
Conclusion	

**D.2.4. Validity of monitoring plan**

Means of validation	
Findings	
Conclusion	

**D.2.5. Eligibility criteria for inclusion of CPAs**

Means of validation	
Findings	
Conclusion	

**SECTION E. Internal quality control**

&gt;&gt;

**SECTION F. Validation opinion**

&gt;&gt;

## 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			
Project participant response			Date: DD/MM/YYYY
Documentation provided by project participant			
DOE assessment			Date: DD/MM/YYYY

Table 2. CAR from this validation

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

Table 3. FAR from this validation

FAR ID	xx	Section no.	Date: DD/MM/YYYY
Description of FAR			

<b>Project participant response</b>	<b>Date:</b> DD/MM/YYYY
<b>Documentation provided by project participant</b>	
<b>DOE assessment</b>	<b>Date:</b> DD/MM/YYYY

## Attachment: Instructions for completing this form

### 1. General instructions

1. When completing this form<sup>1</sup>, in addition to applying the “CDM validation and verification standard for programmes of activities (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 and standardized baselines), procedures, tools, guidelines, clarifications, forms and the “Glossary: CDM terms”.
2. Include, if necessarily, additional information other than that indicated in this form, 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 this form in English. Prepare all attached documents in English, or if their originals were prepared in other language, provide a full translation of the relevant sections of these documents in English.
5. Complete this 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 this form. Add rows to the tables as needed. Add additional appendices as needed.
7. Section D.2 is to be completed for all generic CPAs covered in this validation report. Replicate each section of Section D.2 per generic CPA. Provide information pertaining to each generic CPA, as appropriate and in accordance with the validation requirements of the VVS.
8. If a section of this form is not applicable, explicitly state “N/A” to indicate that the section is left blank intentionally.
9. Use an internationally recognized format for the presentation of values in this form. For example, use digits grouping in thousands and mark a decimal point with a dot (.), not with a comma (,).
10. Complete this form deleting this Attachment.

---

<sup>1</sup> This form applies to the validation of renewal of any type of CDM PoA except carbon dioxide capture and storage (CCS) CDM PoA.

## 2. Specific instructions

1. Indicate the following information on the cover page:
  - (a) Title and UNFCCC reference number of the programme of activities (PoA);
  - (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 renewal of the PoA period (version XX.X);
  - (d) Completion date of the validation report for renewal of the PoA period (DD/MM/YYYY);
  - (e) Version number of PoA-DD to which this report applies (version XX.X);
  - (f) Coordinating/managing entity (CME);
  - (g) Host Parties;
  - (h) Applied methodologies and standardized baselines;
  - (i) Mandatory sectoral scopes linked to the applied methodologies;
  - (j) Conditional sectoral scopes linked to the applied methodologies;
  - (k) Estimated amount of annual average GHG emission reductions or GHG removals by sinks in the next crediting period (tCO<sub>2</sub>e);
  - (l) Name and UNFCCC reference number of the DOE;
  - (m) Name, position and signature of the approver of the validation report for renewal of the PoA period.

### SECTION A. Executive summary

1. Provide a brief summary of the programme of activities (including the purpose, 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 **Error! Reference source not found.**

### SECTION C. Means of validation

#### C.1. Desk/document review

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

#### C.2. On-site inspection

1. Summarize any on-site inspection performed during the validation in the table.
2. Describe the alternative means used and justify that they are sufficient for the purpose of verification, if the DOE does not conduct an on-site inspection as a means of validation in accordance with applicable requirements in the VVS.

#### 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 the sampling approach used during the validation (e.g. random sampling).
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 (CLs), corrective action requests (CARs) and forward action requests (FARs) 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.1.4 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 **Error! Reference source not found.** details of any CLs, CARs and FARs, if raised;
  - (c) Conclusion: provide a conclusion on the compliance based on the findings.

#### D.1. Programme of activities

##### D.1.1. Compliance with PoA-DD form

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

##### D.1.2. Programme of activities period

1. Explain how the crediting period in the updated PoA-DD was assessed in accordance with the applicable validation requirements related to the renewal of programme of activities period in the VVS.

##### D.1.3. Coordinating/managing entity and the project participants

1. Explain how the names of the coordinating/managing entity and the project participants included in the updated PoA-DD were assessed in accordance with the applicable validation requirements related to the renewal of crediting period in the VVS and the latest version of the MoC statement.

##### D.1.4. 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.

#### D.2. Generic component project activities

##### D.2.1. Application and selection of methodologies and standardized baselines

1. Explain how the application and selection of the methodology and, where applicable, the standardized baseline in the updated generic CPA part of the PoA-DD was assessed in accordance with the applicable validation requirements related to the renewal of crediting period in the VVS.

##### D.2.2. Validity of original baseline or its update

1. Explain how the validity of the baseline in the updated generic CPA part of the PoA-DD was assessed in accordance with the applicable validation requirements related to the renewal of crediting period in the VVS.

##### D.2.3. Estimated emission reductions or net anthropogenic removals

1. Explain how the modalities for estimating GHG emission reductions or net anthropogenic GHG removals in the updated generic CPA part of the PoA-DD were assessed in accordance with the applicable validation requirements related to the renewal of crediting period in the VVS.

**D.2.4. Validity of monitoring plan**

1. Explain how the modalities for developing the monitoring plan in the updated generic CPA part of the PoA-DD was assessed in accordance with the applicable validation requirements related to the renewal of crediting period in the VVS.

**D.2.5. Eligibility criteria for inclusion of CPAs**

1. Explain how the DOE assessed whether eligibility criteria for inclusion of corresponding CPAs in the registered PoA are updated by the CME in accordance with the applicable validation requirements related to the renewal of programme of activities period in the VVS.

**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 related to the renewal of crediting period in the VVS.

**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 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.

- - - - -

**Document information**

<i>Version</i>	<i>Date</i>	<i>Description</i>
01.0	29 December 2017	Initial publication.
Decision Class: Regulatory		
Document Type: Form		
Business Function: Renewal of crediting period		
Keywords: crediting period, programme of activities, validation report		