



**Validation report form for renewal of crediting period for  
CDM project activities  
(Version 03.0)**

*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 project activity</b>  |  |
| <b>Number and duration of the next crediting period</b>   |  |
| <b>Version number of the validation report</b>  |  |
| <b>Completion date of the validation report</b>   |  |
| <b>Version number of PDD to which this report applies</b>   |  |
| <b>Project participants</b>   |  |
| <b>Host Party</b>   |  |
| <b>Applied methodologies and standardized baselines</b>   |  |
| <b>Mandatory sectoral scopes</b>  |  |
| <b>Conditional sectoral scopes, if applicable</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</b>  |  |

**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<br>(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 RCP**

| No. | Role               | Type of resource | Last name | First name | Affiliation<br>(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**

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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. Sampling approach**

>>

**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 |
|---|-----------|------------|------------|
| Compliance with PDD form  |           |            |            |
| 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   |           |            |            |
| Crediting period  |           |            |            |
| Project participants  |           |            |            |
| Post-registration changes   |           |            |            |
| Others (please specify)   |           |            |            |
| <b>Total</b>  |           |            |            |

**SECTION D. Validation findings**

**D.1. Compliance with PDD form**

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

**D.2. Application and selection of methodologies and standardized baselines**

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

**D.3. Validity of original baseline or its update**

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

**D.4. Estimated emission reductions or net anthropogenic removals**

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

**D.5. Validity of monitoring plan**

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

**D.6. Crediting period**

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

**D.7. Project participants**

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

**D.8. Post-registration changes**

| Type of post-registration changes (PRCs)   | Confirmation<br>(Y/N) | Validation report for PRCs |                 |
|--|-----------------------|----------------------------|-----------------|
|  |                       | Version                    | Completion date |
| Temporary deviations from the registered monitoring plan, applied methodologies, standardized baselines or other methodological regulatory documents <sup>1</sup>                              |                       |                            |                 |
| Corrections  |                       |                            |                 |
| Change to the start date of the crediting period   |                       |                            |                 |
| 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 methodological regulatory documents |                       |                            |                 |
| Changes to the project design  |                       |                            |                 |
| 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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<sup>1</sup> Other standards, methodologies, methodological tools and guidelines (to be) applied in accordance with the applied(selected) methodologies are collectively referred to as the other (applied) methodological regulatory documents).

## 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        |
|--|----|-------------|-------------------------|
| <b>Description of CL</b>                             |    |             |                         |
| <b>Project participant response</b>                  |    |             | <b>Date: DD/MM/YYYY</b> |
| <b>Documentation provided by project participant</b> |    |             |                         |
| <b>DOE assessment</b>                                |    |             | <b>Date: DD/MM/YYYY</b> |

Table 2. CAR from this validation

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

Table 3. FAR from this validation

|  |    |                    |  |                         |
|--|----|--------------------|--|-------------------------|
| <b>FAR ID</b>  | xx | <b>Section no.</b> |  | <b>Date:</b> DD/MM/YYYY |
| <b>Description of FAR</b>                            |    |                    |  |                         |
|  |    |                    |  |                         |
| <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>2</sup>, comply with the “CDM validation and verification standard for project activities (VVS)”. The “Rules and Reference” section of the UNFCCC CDM website contains all regulatory documents for the CDM, such as standards (including methodologies, and standardized baselines), procedures, methodological tools, guidelines, clarifications, forms and the “Glossary: CDM terms” that may be applicable to the project activity.
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. If a section of this 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 this form. For example, use digits grouping in thousands and mark a decimal point with a dot (.), not with a comma (,).
9. Complete this form deleting this Attachment.

### 2. Specific instructions

1. Provide the following information on the cover page:
  - (a) Title of the project activity;
  - (b) Title and reference number of the project activity;
  - (c) Number and duration of the next crediting period (first and last days included (DD/MM/YYYY – DD/MM/YYYY));
  - (d) Version number of the validation report (version XX.X);
  - (e) Completion date of the validation report (DD/MM/YYYY);
  - (f) Version number of PDD to which this report applies (version XX.X);
  - (g) Name of the Project participants;
  - (h) Name of the Host Party;
  - (i) Titles and UNFCCC reference numbers of the applied methodologies and, where applicable, the applied standardized baselines;
  - (j) Mandatory sectoral scopes linked to the applied methodologies;
  - (k) Conditional sectoral scopes linked to the applied methodologies, if applicable;
  - (l) Estimated amount of annual average GHG emission reductions or GHG removals by sinks in the next crediting period (tCO<sub>2</sub>e);
  - (m) Name and UNFCCC reference number of the DOE;
  - (n) Name, position and signature of the approver of the validation report.

<sup>2</sup> This form applies to the validation of renewal of crediting period of any type of registered CDM project activity except registered carbon dioxide capture and storage (CCS) CDM project activities.

**SECTION A. Executive summary**

1. Provide a brief summary of the project activity (including the purpose and 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/document 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.
2. Describe the alternative means used and justify that they are sufficient for the purpose of validation, 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.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 PDD form**

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



**D.2. Application and selection of methodologies and standardized baselines**

1. Explain how the application and selection of the methodologies, the standardized baselines and the other methodological regulatory documents in the updated PDD was assessed in accordance with the applicable validation requirements related to the renewal of crediting period in the VVS.

**D.3. Validity of original baseline or its update**

1. Explain how the validity of the baseline in the updated PDD was assessed in accordance with the applicable validation requirements related to the renewal of crediting period in the VVS.

**D.4. Estimated emission reductions or net anthropogenic removals**

1. Explain how the estimated GHG emission reductions or net anthropogenic GHG removals in the updated PDD were assessed in accordance with the applicable validation requirements related to the renewal of crediting period in the VVS.

**D.5. Validity of monitoring plan**

1. Explain how the monitoring plan in the updated PDD was assessed in accordance with the applicable validation requirements related to the renewal of crediting period in the VVS.

**D.6. Crediting period**

1. Explain how the crediting period in the updated PDD was assessed in accordance with the applicable validation requirements related to the renewal of crediting period in the VVS.

**D.7. Project participants**

1. Explain how the names of the project participants included in the updated PDD 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.8. Post-registration changes**

1. Confirm in the table whether any proposed post-registration changes submitted together with the request for renewal of crediting period are effective from the beginning of the next 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 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 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 review. Select 'Others' for documents that were provided by those other than the project participants:
    - (i) Project participants;
    - (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) Project participant response;
  - (b) Documentation provided by project participant;
  - (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.

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**Document information**

| <i>Version</i> | <i>Date</i>     | <i>Description</i>   |
|----------------|-----------------|--|
| 03.0           | 31 May 2019     | Revision to: <ul style="list-style-type: none"> <li>• Ensure consistency with version 02.0 of the “CDM validation and verification standard for project activities” (CDM-EB93-A05-STAN) and version 02.0 of the “CDM project cycle procedure for project activities” (CDM-EB93-A06-PROC);</li> <li>• Make editorial improvements.</li> </ul> |
| 02.0           | 31 October 2017 | Revision to align with the requirements of the “CDM validation and verification standard for project activities” (version 01.0).   |
| 01.0           | 23 March 2015   | Initial publication.   |

Decision Class: Regulatory  
 Document Type: Form  
 Business Function: Renewal of crediting period  
 Keywords: crediting period, project activities, validation report