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

(Version 03.0)

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

BASIC INFORMATION			
Title and UNFCCC reference number of the programme of activities (PoA)			
Version number of the validation report			
Completion date of the validation report			
Version numbers of PoA-DD to which this report applies			
Title and UNFCCC reference number of each CPA for renewal	CPA Ref. no.	**Title**	
Sectoral scopes for each CPA	CPA Ref. no.	**Sectoral scopes (indicate mandatory and conditional sectoral scopes)**	
Applied methodologies and standardized baselines for each CPA	CPA Ref. no.	**Applied methodologies and standardized baselines**	
Number and duration of the next crediting period (CP)	CPA Ref. no.	**No. of CP**	**Duration of the CP**
Coordinating/managing entity (CME)			
Host Parties			
Estimated amount of annual average greenhouse gas (GHG) emission reductions or GHG removals by sinks in the next crediting period (tCO_2e), per CPA	CPA Ref. no.	**Annual emission reductions or removals (tCO_2e)**	
Name and UNFCCC reference number of the DOE			
Name, position and signature of the approver of the validation report			

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/document review	On-site inspection	Interviews	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 (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

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

Area of validation findings (SECTION D)	No. of CL	No. of CAR	No. of FAR
CPAs to be renewed and corresponding generic CPAs			
Compliance with CPA-DD form			
Application and selection of methodologies and standardized baselines			
Validity of original baseline or its update			
Demonstration of eligibility of the CPAs			
Estimated emission reductions or net anthropogenic removals			
Validity of monitoring plan			
Crediting period			
CME and project participants			
Post-registration changes			
Others (please specify)			
Total			

SECTION D. Validation findings

D.1. CPAs to be renewed and corresponding generic CPAs

Title and UNFCCC reference number of the CPA	Version number of the CPA-DD	Host Party	Title and reference number of the corresponding generic CPA	Version number of the PoA-DD on which the RCP is based

D.2. Compliance with CPA-DD form

Means of validation	
Findings	
Conclusion	

D.3. Application and selection of methodologies and standardized baselines

Means of validation	
Findings	
Conclusion	

D.4. Validity of original baseline or its update

Means of validation	
Findings	
Conclusion	

D.5. Demonstration of eligibility of the CPAs

Means of validation	
Findings	
Conclusion	

D.6. Estimated emission reductions or net anthropogenic removals

Means of validation	
Findings	
Conclusion	

D.7. Validity of monitoring plan

Means of validation	
Findings	
Conclusion	

D.8. Crediting period

Means of validation	
Findings	
Conclusion	

D.9. CME and project participants

Means of validation	
Findings	
Conclusion	

D.10. 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, standardized baselines or other methodological regulatory documents[1]			
Corrections			
Changes to the start date of the crediting period of component project activity			
Inclusion of monitoring plan			
Permanent changes to the registered monitoring plan, or permanent deviation of monitoring from applied methodologies, standardized baselines, or other methodological regulatory documents			
Changes to the project design			
Changes specific to afforestation and reforestation activities			
Others (please specify)			

SECTION E. Internal quality control

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SECTION F. Validation opinion

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[1] 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
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 completing this form

1. General instructions

1. When completing this form,[2] comply with the "CDM validation and verification standard for programmes of activities (VVS PoA)". 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 CPA.

2. Include, if necessary, additional information other than that indicated in this form, 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 this form in English. Prepare all attached documents in English, or if their originals were prepared in another 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 is to be completed for all CPAs covered in this validation report. CPAs can be grouped as appropriate. Replicate each section of SECTION D per CPA or group of CPAs. Provide information pertaining to the group and/or unique to each CPA, as appropriate and in accordance with the verification and reporting requirements of the VVS PoA.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 (,).

[2] This form applies to the validation of renewal of crediting period of any type of included CPA except for CPAs of type carbon dioxide capture and storage (CCS).

2. Complete this form deleting this Attachment. Specific instructions

1. Provide the following information on the cover page:
   (a) Title and UNFCCC reference number of the programme of activities (PoA);
   (b) Version number of the validation report (Version XX.X);
   (c) Completion date of the validation report (DD/MM/YYYY);
   (d) Version numbers of PoA-DD to which this report applies;
   (e) Title and UNFCCC reference number of each CPA for renewal;
   (f) Sectoral scopes for each CPA (indicate mandatory and conditional sectoral scopes);
   (g) Titles and UNFCCC reference numbers of the applied methodologies and standardized baselines for each CPA;
   (h) Number and duration of the next crediting period (first and last days included (DD/MM/YYYY – DD/MM/YYYY));
   (i) Name of the coordinating/managing entity (CME);
   (j) Names of the host Parties;
   (k) Estimated amount of annual average greenhouse gas (GHG) emission reductions or GHG removals by sinks in the next crediting period (tCO2e) per CPA;
   (l) Name and UNFCCC reference number of the DOE;
   (m) Name, position and signature of the approver of the final validation report.

SECTION A. Executive summary

1. Provide a brief summary of each CPA (including the 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 (as referred to in the "CDM accreditation standard") with the use of one of the following abbreviations:
   (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 PoA.

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 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.9 below complete tables to validate the compliance in accordance with applicable validation requirements in the VVS PoA 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. CPAs to be renewed and corresponding generic CPAs

1. In the first column, provide the titles and reference numbers of the CPAs for which the crediting period is to be renewed.
2. In the second column, indicate the applicable version number of the CPA-DD.
3. In the third column, indicate the host Party of the CPA.
4. In the fourth column, provide the title and reference number of the corresponding generic CPA.
5. In the fifth column, indicate the version number of the PoA-DD on which the renewal of crediting period is based. i.e., the version of the registered PoA-DD or of a revised PoA-DD approved via the post-registration changes (PRC) process.

D.2. Compliance with CPA-DD form

1. Confirm the compliance of the updated CPA-DDs 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.3. 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 CPA-DD was assessed in accordance with the applicable validation requirements in the VVS PoA.
2. Confirm whether any deviation from the valid version of the methodologies (including a consolidated methodologies thereof) and/or methodological tools applied in the included CPA-DD or from any other selected methodologies and/or methodological tools, has been approved by the Board for the CPAs. If the deviation has been approved by the Board, confirm the date of approval and reference number.

D.4. 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 PoA.

D.5. Demonstration of eligibility of the CPAs

1. Determine how the CPAs comply with each eligibility criterion for the inclusion of CPAs in the registered PoA, including the conditions that the CPAs meet the requirement pertaining to the demonstration of additionality, as described in the registered PoA and the corresponding generic CPAs, in accordance with the applicable requirements in the VVS PoA and the “CDM project standard for programme of activities”.

D.6. Estimated emission reductions or net anthropogenic 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 PoA.

D.7. 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 PoA.

D.8. 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 PoA.

D.9. 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 PoA and the latest version of the MoC statement.

D.10. Post-registration changes

1. Confirm in the table whether any proposed post-registration changes submitted together with the notification 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 notification 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 PoA.

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 reviewers.

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 names of the authors. Where the authors belong to the organizations that issue the document, provide only the names of the organizations;
   (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.

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Document information

Version	*Date*	*Description*
03.0	31 May 2019	Revision to: • Ensure consistency with version 02.0 of the "CDM validation and verification standard for programmes of activities" (CDM-EB93-A08-STAN); • Make editorial improvements.
02.0	29 December 2017	Revision to align with the requirements of the "CDM validation and verification standard for programme of activities" (version 01.0). Change form symbol from CDM-CPA-RCP-FORM to CDM-CPA-RCPV-FORM.
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