Validation report form for renewal of CDM programme of activities period (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)	
Number and duration of the next PoA period	
Version number of the validation report	
Completion date of the validation report	
Version number of PoA-DD to which this report applies	
Coordinating/managing entity (CME)	
Host Parties	
Applied methodologies and standardized baselines	
Mandatory sectoral scopes	
Conditional sectoral scopes, if applicable	
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	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

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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	No. of CL	No. of CAR	No. of FAR
Programme of activities			
Compliance with PoA-DD form			
Programme of activities period			
Coordinating/managing entity and the project participants			
Post-registration changes			
Generic component project activities			
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)			
Total			

SECTION D. Validation findings

D.1. Programme of activities

D.1.1. Compliance with PoA-DD form

Means of validation	
Findings	
Conclusion	

D.1.2. Programme of activities period

Means of validation	
Findings	
Conclusion	

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

Means of validation	
Findings	
Conclusion	

D.1.4. Post-registration changes

Type of post-registration changes (PRCs)	Confirmation (Y/N)	Validation report for PRCs	
		Version	Completion date
Corrections			
Inclusion of 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 programme design			
Addition of CPA inclusion template			
Changes specific to afforestation and reforestation activities			
Change of coordinating/managing entity			

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

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

Attachment: Instructions for completing this form

1. General instructions

1. When completing this form[1], comply with the "CDM validation and verification standard for programmes of 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 PoA.

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.

2. Specific instructions

1. Provide 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 programme of activities period (first and last days included (DD/MM/YYYY – DD/MM/YYYY));
   - (c) Version number of the validation report (version XX.X);
   - (d) Completion date of the validation report (DD/MM/YYYY);
   - (e) Version number of PoA-DD to which this report applies (version XX.X);
   - (f) Name of the coordinating/managing entity (CME);
   - (g) Names of the host Parties;
   - (h) Titles and UNFCCC reference numbers of the applied methodologies and, where applicable, the applied standardized baselines;
   - (i) Mandatory sectoral scopes linked to the applied methodologies;
   - (j) Conditional sectoral scopes linked to the applied methodologies, if applicable;
   - (k) Name and UNFCCC reference number of the DOE;
   - (l) Name, position and signature of the approver of the validation report.

[1] This form applies to the validation of renewal of any type of CDM PoA except carbon dioxide capture and storage (CCS) CDM PoA.

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 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.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 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. 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 programme of activities 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 programme of activities 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 submitted together with the request for renewal of programme of activities period are effective from the beginning of the next programme of activities period.
2.	In cases where the proposed changes are to be submitted together with the request for renewal of programme of activities 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 methodologies, the standardized baselines and the other methodological regulatory documents[2] in the updated generic CPA part of the PoA-DD was assessed in accordance with the applicable validation requirements related to the renewal of programme of activities 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 programme of activities 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 programme of activities 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 programme of activities 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.

[2] 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).

SECTION F. Validation opinion

1. Provide a validation opinion in accordance with applicable validation requirements related to the renewal of programme of activities 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.

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Document information

Version	*Date*	*Description*
03.0	7 January 2021	Revision to: • Remove the row of "Estimated amount of annual average GHG emission reductions or GHG removals by sinks in the next programme of activities period" from cover page and related instructions; • Make editorial improvements.

Version	*Date*	*Description*
02.0	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) and version 02.0 of the "CDM project cycle procedure for programmes of activities" (CDM-EB93-A09-PROC); • Make editorial improvements.
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