

**CDM-EB90-A03**

---

## Validation report form for CDM project activities (CDM-VAL-FORM)

Version 02.0



**United Nations**  
Framework Convention on  
Climate Change



## Validation report form for CDM project activities

(Version **02.0**)

*Complete this form in accordance with the “Attachment: Instructions for filling out the validation report form for CDM project activities” at the end of this form.*

### VALIDATION REPORT

<b>Title of the project activity</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>Date when PDD was uploaded for global stakeholder consultation</b>	
<b>Project participant(s)</b>	
<b>Host Party</b>	
<b>Estimated annual average GHG emission reductions or net removals in the crediting period (tCO<sub>2</sub>e)</b>	
<b>Sectoral scope(s) and selected methodology(ies)</b>	
<b>Name of DOE</b>	
<b>Name, position and signature of the approver of the validation report</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 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**

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**

&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, corrective action requests and forward action requests raised**

Areas of validation findings	No. of CL	No. of CAR	No. of FAR
Global stakeholder consultation			
Approval			
Authorization			
Contribution to sustainable development			
Modalities of communication			
Project design document			
Description of project activity			
Application of selected baseline and monitoring methodology and selected standardized baseline			
- Applicability of methodology and standardized baseline			
- Deviation from methodology			
- Clarification on applicability of methodology, tool and/or standardized baseline			
- Project boundary			
- Establishment and description of baseline scenario			
- Demonstration of additionality			
- Emission reductions			
- Monitoring plan			
Duration and crediting period			
Environmental impacts			
Local stakeholder consultation			
Others (please specify)			
<b>Total</b>			

**SECTION D. Validation findings****D.1. Global stakeholder consultation**

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

**D.2. Approval**

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

**D.3. Authorization**

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

**D.4. Contribution to sustainable development**

<b>Means of validation</b>	
----------------------------	--

Findings	
Conclusion	

**D.5. Modalities of communication**

Means of validation	
Findings	
Conclusion	

**D.6. Project design document**

Means of validation	
Findings	
Conclusion	

**D.7. Description of project activity**

Means of validation	
Findings	
Conclusion	

**D.8. Application of selected baseline and monitoring methodology and selected standardized baseline****D.8.1. Applicability of methodology and standardized baseline**

Means of validation	
Findings	
Conclusion	

**D.8.2. Deviation from methodology**

Means of validation	
Findings	
Conclusion	

**D.8.3. Clarification on applicability of methodology, tool and/or standardized baseline**

Means of validation	
Findings	
Conclusion	

**D.8.4. Project boundary**

Means of validation	
Findings	
Conclusion	

**D.8.5. Establishment and description of baseline scenario**

Means of validation	
Findings	
Conclusion	

**D.8.6. Demonstration of additionality**

Means of validation	
Findings	
Conclusion	

**D.8.7. Emission reductions**

Means of validation	
Findings	
Conclusion	

**D.8.8. Monitoring plan**

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

**D.9. Duration and crediting period**

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

**D.10. Environmental impacts**

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

**D.11. Local stakeholder consultation**

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

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



# Attachment: Instructions for filling out the validation report form for CDM project activities

## 1. General instructions

1. When completing the CDM-VAL-FORM that applies to the validation of any type of CDM project activity except carbon dioxide capture and storage (CCS) CDM project activities, 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 necessarily, additional information other than that indicated in this validation report 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 the CDM-VAL-FORM and all attached documents in English, or attach a full translation of relevant sections in English.
5. Complete the CDM-VAL-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-VAL-FORM. Add rows to the tables and appendices as needed.
7. If a section of the CDM-VAL-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-VAL-FORM, for example use digits grouping in thousands and mark a decimal point with a dot (.), not with a comma (,).
9. Complete the CDM-VAL-FORM deleting this attachment "Instructions for filling out the validation report form for CDM project activities".

## 2. Specific instructions

1. Indicate the following information on the cover page:
  - (a) Title of the project activity;
  - (b) Version number of the validation report (version XX.X);
  - (c) Completion date of the validation report (DD/MM/YYYY);
  - (d) Version number of PDD to which this report applies (version XX.X);
  - (e) Date when PDD was uploaded for global stakeholder consultation (DD/MM/YYYY);
  - (f) Project participant(s);
  - (g) Host Party;
  - (h) Estimated annual average GHG emission reductions or net removals in the crediting period (tCO<sub>2</sub>e);
  - (i) Sectoral scope(s) and selected methodology(ies);
  - (j) Name of DOE;
  - (k) Name, position and signature of the approver of the final validation report.

**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 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. 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, 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. Validation findings**

1. In sections D.1–D.11 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. Global stakeholder consultation**

1. Explain how the global stakeholder consultation process was assessed in accordance with applicable validation requirements related to the global stakeholder consultation in the VVS.

**D.2. Approval**

1. Explain how the approval from the DNA of each Party was assessed in accordance with applicable validation requirements related to the approval in the VVS.

**D.3. Authorization**

1. Explain how the authorization from at least one Party involved in a letter of approval was assessed in accordance with applicable validation requirements related to the authorization in the VVS.

**D.4. Contribution to sustainable development**

1. Explain how the project's contribution to sustainable development was assessed in accordance with applicable validation requirements related to the contribution to the sustainable development in the VVS.

**D.5. Modalities of communication**

1. Explain how the modalities of communication (MoC) statement was assessed in accordance with applicable validation requirements related to the modalities of communication in the VVS.

**D.6. Project design document**

1. Explain how the compliance with the project design document was assessed in accordance with applicable validation requirements related to the project design document in the VVS.

**D.7. Description of project activity**

1. Explain how the description of the proposed CDM project activity was assessed in accordance with applicable validation requirements related to the description of the project activity in the VVS.
2. For a proposed small-scale CDM project activity, in addition to paragraph 1 of section D.7 above, explain how the eligibility criteria for proposed small-scale CDM project activities, bundling of the project activity and debundling for the project activity were assessed in accordance with applicable specific validation requirements for small-scale project activities in the VVS.
3. For a proposed afforestation and reforestation (A/R) CDM project activity, in addition to paragraph 1 of section D.7 above, explain how the eligibility of the land and the approach to address non-permanence were assessed in accordance with applicable specific validation requirements for afforestation and reforestation project activities in the VVS.
4. For a proposed small-scale A/R CDM project activity, in addition to paragraphs 1 and 3 of section D.7 above, explain how the following were assessed in accordance with applicable specific validation requirements for small-scale afforestation and reforestation project activities in the VVS:
  - a) Definition and limit for proposed small-scale A/R CDM project activities;
  - b) Type of the proposed small-scale A/R CDM project activity;
  - c) Debundling for the project activity;
  - d) Confirmation on low-income communities and individuals.

**D.8. Application of selected baseline and monitoring methodology and selected standardized baseline****D.8.1. Applicability of methodology and standardized baseline**

1. Explain how the applicability of methodology and standardized baseline to the proposed CDM project activity was assessed in accordance with applicable validation requirements related to the applicability of methodology and standardized baseline in the VVS.

**D.8.2. Deviation from methodology**

1. Confirm whether any deviation from the selected methodology has been approved by the Board for the proposed CDM project activity. If the deviation has been approved by the Board, confirm the date of approval and reference number.

**D.8.3. Clarification on applicability of methodology, tool and/or standardized baseline**

1. Confirm whether any clarification on applicability of methodology, tool and/or standardized baseline to the proposed CDM project activity has been issued. If the clarification has been issued, confirm the date of the issuance and reference number.

**D.8.4. Project boundary**

1. Explain how the project boundary was assessed in accordance with applicable validation requirements related to the project boundary in the VVS.
2. For a proposed A/R CDM project activity or a proposed small-scale A/R CDM project activity, in addition to paragraph 1 of section D.8.4 above, explain how the selection of carbon pools was assessed in accordance with applicable specific validation requirements for afforestation and reforestation project activities in the VVS.

**D.8.5. Establishment and description of baseline scenario**

1. Explain how the baseline scenario identified for a proposed CDM project activity was assessed in accordance with applicable validation requirements related to the establishment and description of the baseline scenario in the VVS.

**D.8.6. Demonstration of additionality**

1. Explain how the additionality was assessed in accordance with applicable validation requirements related to the demonstration of additionality in the VVS.
2. If the proposed project activity is a type of the project activity which is deemed automatically additional, as defined by applied approve methodology, tool, standardized baseline or specific renewable technologies/measures conferring automatic additional microscale CDM project activities proposed by a DNA and approved by the Board, please explain how the proposed project activity meets the criteria for automatic additionality as defined by the applied methodology, tool, standardized baseline or specific renewable technologies/measures conferring automatic additional microscale CDM project activities proposed by a DNA and approved by the Board.

**D.8.7. Emission reductions**

1. Explain how the steps taken and the equation and parameters to calculate the emission reductions were assessed in accordance with applicable validation requirements related to the emission reductions in the VVS.

**D.8.8. Monitoring plan**

1. Explain how the description of the monitoring plan was assessed in accordance with applicable validation requirements related to the monitoring plan in the VVS.
2. For a proposed A/R CDM project activity or a proposed small-scale A/R CDM project activity, in addition to paragraph 1 of section D.8.8 above, explain how the timing of management activities, including harvesting cycles, and verification were assessed in accordance with applicable specific validation requirements for afforestation and reforestation project activities in the VVS.
3. If the project participants have chosen to delay the submission of the monitoring plan for the proposed CDM project activity, instead of paragraphs 1 and 2 of section D.8.8 above, explain how the choice was assessed in accordance with applicable validation requirements related to the monitoring plan in the VVS.

**D.9. Duration and crediting period**

1. Explain how the compliance on the duration and crediting period was assessed in accordance with applicable validation requirements related to the duration and crediting period in the VVS.

**D.10. Environmental impacts**

1. Explain how the analysis of the environmental impacts and, if considered significant by the project participants or by the host Party, the environmental impact assessment were assessed in accordance with applicable validation requirements related to the environmental impacts in the VVS.
2. For a proposed small-scale CDM project activity, instead of paragraph 1 of section D.10 above, explain how the analysis of the environmental impacts, if required by the host Party, was assessed in accordance with applicable specific validation requirements for small-scale project activities in the VVS.
3. For a proposed A/R CDM project activity or a proposed small-scale A/R CDM project activity, in addition to paragraph 1 of section D.10 above, explain how the analysis of the socioeconomic and environmental impacts and, if considered significant by the project participants or by the host Party, the socioeconomic impact assessment and/or environmental impact assessment were assessed in accordance with applicable specific validation requirements for afforestation and reforestation project activities in the VVS.

**D.11. Local stakeholder consultation**

1. Explain how the local stakeholder consultation process was assessed in accordance with applicable validation requirements related to the local stakeholder consultation 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 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 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 to which each CL, CAR or FAR corresponds.

- - - - -

**Document information**

<i>Version</i>	<i>Date</i>	<i>Description</i>
02.0	22 July 2016	EB 90, Annex 3 Revision to include provisions related to automatically additional project activities.
01.0	23 March 2015	Initial publication.
Decision Class: Regulatory		
Document Type: Form		
Business Function: Registration		
Keywords: project activities, validation report		