

CDM-EB90-AA-A13

Standardized registration templates for automatically additional project activities

Version 01.0

DRAFT



United Nations
Framework Convention on
Climate Change

COVER NOTE

1. Procedural background

1. The Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), at its eleventh session (CMP 11), requested the Board to develop standardized registration templates using objective criteria for the clean development mechanism (CDM) project activities that qualify as automatically additional.
2. At its eighty-ninth meeting (paragraph 32), the Board considered the concept note on standardized registration templates for automatically additional project activities and requested the secretariat to prepare revisions of the below forms for consideration at the next meeting of the Board:
 - (a) Section B.5 of the “CDM-PDD-FORM” and “CDM-SSC-PDD-FORM” and section D.8.6 of the “CDM-VAL-FORM”, using objective criteria for activities that qualify as automatically additional;
 - (b) “Instructions for filling out the CDM-PDD-FORM”, “Instructions for filling out the CDM-SSC-PDD-FORM” and “Instructions for filling out the CDM-VAL-FORM” in order to provide clear instructions, using objective criteria for activities that qualify as automatically additional, on how to fill out section B.5 of the CDM-PDD-FORM and CDM-SSC-PDD-FORM and section D.8.6 of the CDM-VAL-FORM when the technology adopted by a project is in the list of automatic additionality of the tools and/or applied methodologies.
3. The aforementioned forms have been revised in accordance with instructions provided by the Board at its eighty-ninth meeting for further consideration by the Board.
4. This work relates to the activity “Project assessments” under objective 1(a): “Operate efficient project and entity assessment processes” with a resource allocation as referred to in table 2 on page 12 of the CDM two-year business plan 2016–2017 and management plan 2016 (EB 87, annex 1).

2. Purpose

5. The purpose of this document is to propose draft revised forms, in particular CDM-PDD-FORM, CDM-SSC-PDD-FORM and CDM-VAL-FORM, and instructions for filling out these forms to simplify the work of the project participants and the designated operational entities (DOEs) and to fulfil the Board mandate.

3. Key issues and proposed solutions

6. In response to the Board’s request at its eighty-ninth meeting, the following forms are being revised:
 - (a) CDM-PDD-FORM;
 - (b) CDM-SSC-PDD-FORM; and

(c) CDM-VAL-FORM.

7. The following revisions have been included in response to the Board's request at EB 89:

(a) Section B.5 of the Demonstration of additionality of "CDM-PDD-FORM" and "CDM-SSC-PDD-FORM" and the section D.8.6 of the "CDM-VAL-FORM", using objective criteria for activities that qualify as automatically additional, with the tick the box options, where applicable; and

(b) Revised instructions/guidelines on how to fill out these forms.

4. Impacts

8. The proposed draft revised forms, if adopted, would provide more flexibility to the project participants and the DOEs with regard to the project activities that qualify as automatically additional and are expected to reduce the associated transaction costs and time required to complete the forms.

5. Subsequent work and timelines

9. Upon adoption of the draft revised forms, application of these forms will become effective as of 22 July 2016. No further work is required.

6. Recommendations to the Board

10. The secretariat recommends that the Board consider the proposed draft revised forms and approve them.

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Appendix 1. Project design document form for CDM project activities (CDM-PDD-FORM) (Version 08.0)

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**Project design document form for
CDM project activities**

(Version **087.0**)

Complete this form in accordance with the Attachment "Instructions for filling out the project design document form for CDM project activities" at the end of this form.

PROJECT DESIGN DOCUMENT (PDD)

Title of the project activity	
Version number of the PDD	
Completion date of the PDD	
Project participant(s)	
Host Party	
Applied methodology(ies) and, where applicable, applied standardized baseline(s)	
Sectoral scope(s) linked to the applied methodology(ies)	
Estimated amount of annual average GHG emission reductions	

SECTION A. Description of project activity**A.1. Purpose and general description of project activity**

>>

A.2. Location of project activity**A.2.1. Host Party**

>>

A.2.2. Region/State/Province etc.

>>

A.2.3. City/Town/Community etc.

>>

A.2.4. Physical/Geographical location

>>

A.3. Technologies and/or measures

>>

A.4. Parties and project participants

Party involved (host) indicates host Party	Private and/or public entity(ies) project participants (as applicable)	Indicate if the Party involved wishes to be considered as project participant (Yes/No)
Party A (host)	Private entity A Public entity A	
Party B	Private entity B Public entity B	
...	...	

A.5. Public funding of project activity

>>

SECTION B. Application of selected approved baseline and monitoring methodology and standardized baseline

B.1. Reference of methodology and standardized baseline

>>

B.2. Applicability of methodology and standardized baseline

>>

B.3. Project boundary

Source		GHGs	Included?	Justification/Explanation
Baseline scenario	Source 1	CO ₂		
		CH ₄		
		N ₂ O		
		...		
	Source 2	CO ₂		
		CH ₄		
		N ₂ O		
		...		
		
		...		
		...		
		...		
Project scenario	Source 1	CO ₂		
		CH ₄		
		N ₂ O		
		...		
	Source 2	CO ₂		
		CH ₄		
		N ₂ O		
		...		
		
		...		
		...		
		...		

B.4. Establishment and description of baseline scenario

>>

B.5. Demonstration of additionality

>>

This table below is only applicable when the project activity is a type of project activities which are deemed automatically additional defined by the applied methodology/ methodologies.

Paragraph number of an applied methodology /methodologies which defines deemed automatically additional project activities	
Description	

B.6. Emission reductions**B.6.1. Explanation of methodological choices**

>>

B.6.2. Data and parameters fixed ex ante*(Copy this table for each piece of data and parameter.)*

Data / Parameter	
Unit	
Description	
Source of data	
Value(s) applied	
Choice of data or Measurement methods and procedures	
Purpose of data	
Additional comment	

B.6.3. Ex ante calculation of emission reductions

>>

B.6.4. Summary of ex ante estimates of emission reductions

Year	Baseline emissions (t CO₂e)	Project emissions (t CO₂e)	Leakage (t CO₂e)	Emission reductions (t CO₂e)
Year A				
Year B				
Year C				
Year ...				
Total				
Total number of crediting years				
Annual average over the crediting period				

B.7. Monitoring plan**B.7.1. Data and parameters to be monitored**

(Copy this table for each piece of data and parameter.)

Data / Parameter	
Unit	
Description	
Source of data	
Value(s) applied	
Measurement methods and procedures	
Monitoring frequency	
QA/QC procedures	
Purpose of data	
Additional comment	

B.7.2. Sampling plan

>>

B.7.3. Other elements of monitoring plan

>>

B.8. Date of completion of application of methodology and standardized baseline and contact information of responsible persons/ entities

>>

SECTION C. Duration and crediting period**C.1. Duration of project activity****C.1.1. Start date of project activity**

>>

C.1.2. Expected operational lifetime of project activity

>>

C.2. Crediting period of project activity**C.2.1. Type of crediting period**

>>

C.2.2. Start date of crediting period

>>

C.2.3. Length of crediting period

SECTION D. Environmental impacts

D.1. Analysis of environmental impacts

>>

D.2. Environmental impact assessment

>>

SECTION E. Local stakeholder consultation

E.1. Solicitation of comments from local stakeholders

>>

E.2. Summary of comments received

>>

E.3. Report on consideration of comments received

>>

SECTION F. Approval and authorization

>>

Appendix 1. Contact information of project participants and responsible persons/ entities

Project participant and/or responsible person/ entity	<input type="checkbox"/> Project participant <input type="checkbox"/> Responsible person/ entity for application of the selected methodology (ies) and, where applicable, the selected standardized baselines to the project activity
Organization name	
Street/P.O. Box	
Building	
City	
State/Region	
Postcode	
Country	
Telephone	
Fax	
E-mail	
Website	
Contact person	
Title	
Salutation	
Last name	
Middle name	
First name	
Department	
Mobile	
Direct fax	
Direct tel.	
Personal e-mail	

Appendix 2. Affirmation regarding public funding

Appendix 3. Applicability of methodology and standardized baseline

Appendix 4. Further background information on ex ante calculation of emission reductions

Appendix 5. Further background information on monitoring plan

Appendix 6. Summary of post registration changes

Attachment. Instructions for filling out the project design document form for CDM project activities

1. General instructions

1. When designing a project activity and completing the CDM-PDD-FORM, in addition to applying the "[CDM project standard](#)" (Project standard), the selected approved baseline and monitoring [methodology\(ies\)](#) (hereinafter referred to as the selected methodology(ies)) and, where applicable, the selected approved [standardized baseline\(s\)](#) (hereinafter referred to as the selected standardized baseline(s)), 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. When documenting changes occurred to the project activity after its registration in accordance with applicable provisions relating to the post registration changes process, prepare two versions of the PDDs using the CDM-PDD-FORM, one in clean version and the other indicating the changes in track-change.
3. In addition to the provisions in paragraph 2 above, provide a summary of the changes, including the reasons for the changes and any additional information relating to the changes, in Appendix 6 below.
4. Where a PDD contains information that the project participants wish to be treated as confidential/proprietary, submit documentation in two versions:
 - (a) One version where all parts containing confidential/proprietary information are made illegible (e.g. by covering those parts with black ink) so that the version can be made publicly available without displaying confidential/proprietary information;
 - (b) A version containing all information that is to be treated as strictly confidential/proprietary by all parties handling this documentation (designated operational entities (DOEs) and applicant entities (AEs); Board members and alternate members; panel/committee and working group members; external experts requested to consider such documents in support of work for the Board; the secretariat).
5. Information used to: (a) demonstrate additionality; (b) describe the application of the selected methodology(ies) and, where applicable, the selected standardized baseline(s); and (c) support the environmental impact assessment; is not considered proprietary or confidential. Make any data, values and formulae included in electronic spreadsheets provided accessible and verifiable.
6. Complete the CDM-PDD-FORM and all attached documents in English, or contain a full translation of relevant sections in English.
7. Complete the CDM-PDD-FORM using the same format without modifying its font, headings or logo, and without any other alteration to the form.
8. Do not modify or delete tables and their columns in the CDM-PDD-FORM. Add rows of the tables as needed. Add additional appendices as needed.
9. If a section of the CDM-PDD-FORM is not applicable, explicitly state that the section is left blank intentionally.

10. Use an internationally recognized format for presentation of values in the CDM-PDD-FORM, for example use digits grouping in thousands and mark a decimal point with a dot (.), not with a comma (,).
11. Complete the CDM-PDD-FORM deleting this Attachment “Instructions for filling out the project design document 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 PDD;
 - (c) Completion date of the PDD (DD/MM/YYYY);
 - (d) Project participant(s);
 - (e) Host Party;
 - (f) Applied methodology(ies) and, where applicable, applied standardized baseline(s);
 - (g) Sectoral scope(s) linked to the applied methodology(ies), clearly indicating mandatory sectoral scopes and if applicable, conditional sectoral scopes for the project activity;
 - (h) Estimated amount of annual average GHG emission reductions.

SECTION A. Description of project activity

A.1. Purpose and general description of project activity

1. Provide a brief description of the project activity in accordance with applicable provisions related to the description of project activity in the Project standard.
2. Also provide a brief description of (in a couple of paragraphs):
 - (a) The scenario existing prior to the implementation of the project activity including, where applicable, the type of facility where the project activity will take place or replace (e.g. sugar mill, swine farm, iron smelter, etc.);
 - (b) The baseline scenario, as identified in section B.4 below.
3. The full description of the technologies and measures, project boundary and baseline scenario are to be provided in sections A.3, B.3 and B.4 below.
4. If the baseline scenario is the same as the scenario existing prior to the implementation of the project activity, there is no need to repeat the description of the scenarios, but only to state that both are the same.
5. Provide the estimate of annual average and total GHG emission reductions for the chosen crediting period.
6. Include a brief description of how the project activity contributes to sustainable development (not more than one page).
7. Confirm that the proposed CDM project activity is not a CPA that has been excluded from a registered CDM PoA as a result of erroneous inclusion of CPAs.

A.2. Location of project activity

A.2.1. Host Party

1. Indicate the host party which is the Party in which the CDM project activity is located. The CDM project activity can have only one host Party.

A.2.2. Region/State/Province etc.**A.2.3. City/Town/Community etc.****A.2.4. Physical/Geographical location**

1. Provide details of the physical/geographical location of the project activity, including information allowing the unique identification of this project activity and a map. Do not exceed one page for the description of location.

A.3. Technologies and measures

1. Describe the technologies and measures to be employed and/or implemented by the project activity, including a list of the facilities, systems and equipment that will be installed and/or modified by the project activity. This includes:
 - (a) A list and the arrangement of the main manufacturing/production technologies, systems and equipment involved. Include in the description information about the age and average lifetime of the equipment based on manufacturer's specifications and industry standards, and existing and forecast installed capacities, load factors and efficiencies. The monitoring equipments and their location in the systems are of particular importance;
 - (b) Energy and mass flows and balances of the systems and equipment included in the project activity;
 - (c) The types and levels of services (normally in terms of mass or energy flows) provided by the systems and equipment that are being modified and/or installed under the project activity and their relation, if any, to other manufacturing/production equipment and systems outside the project boundary. The types and levels of services provided by those manufacturing/production systems and equipment outside the project boundary may also constitute important parameters of the description. Clearly explain how the same types and levels of services provided by the project activity would have been provided in the baseline scenario.
2. Also provide a list of:
 - (a) Facilities, systems and equipment in operation under the existing scenario prior to the implementation of the project activity;
 - (b) Facilities, systems and equipment in the baseline scenario, as established in section B.4 below.
3. If the baseline scenario is a continuation of current practice, thus identical to the scenario existing prior to the implementation of the project activity, there is no need to repeat the description of the scenarios, only state that both are the same.
4. Do not provide information that is not essential to understanding the purpose of the project activity and how it reduces GHG emissions. Do not include information related to equipment, systems and measures that are auxiliary to the main scope of the project activity and do not affect directly or indirectly GHG emissions and/or mass and energy balances of the processes related to the project activity.
5. Include a description of how the technologies and measures and know-how to be used are transferred to the host Party.

A.4. Party(ies) and project participant(s)

1. List in the table below Party(ies) and project participant(s) involved in the project activity and provide contact information in Appendix 1. below.
2. When the CDM-PDD-FORM is completed in support of a proposed new methodology, identify at least the host Party and any known project participant(s) (e.g. those proposing a new methodology).

Name of Party involved (host) indicates host Party	Name of private and/or public entity(ies) project participants (as applicable)	Indicate if the Party involved wishes to be considered as project participant (Yes/No)
Name A (host)	Private entity A Public entity A	
Name B	Private entity B Public entity B	
...	...	

A.5. Public funding of project activity

1. Indicate whether the project activity receives public funding from Parties included in Annex I. If so:
 - (a) Provide information on Parties providing public funding;
 - (b) Attach in Appendix 2. below the affirmation obtained from such Parties in accordance with applicable provisions related to official development assistance in the Project standard.
2. When the CDM-PDD-FORM is completed in support of a proposed new methodology, describe whether public funding from Parties included in Annex I is likely to be provided, indicating the Parties to the extent possible.

SECTION B. Application of selected approved baseline and monitoring methodology and standardized baseline**B.1. Reference of methodology and standardized baseline**

1. Indicate exact reference (number, title, version) of:
 - (a) The selected methodology(ies) (e.g. ACM0001: "Large-scale Consolidated Methodology: Flaring or use of landfill gas" (Version 15.0));
 - (b) Any tools and other methodologies to which the selected methodology(ies) refer (e.g. "Methodological Tool: Tool for the demonstration and assessment of additionality" (Version 07.0.0));
 - (c) The selected standardized baseline(s), where applicable (e.g. ASB0001 "Standardized baseline: Grid emission factor for the Southern African power pool" (Version 01.0)).
2. Refer to the UNFCCC CDM website for the exact reference of approved baseline and monitoring methodologies, tools and standardized baselines.

B.2. Applicability of methodology and standardized baseline

1. Justify the choice of the selected methodology(ies) and, where applicable, the selected standardized baseline(s) by showing that the project activity meets each applicability condition of the methodology(ies) and, where applicable, the selected standardized baseline(s). Explain documentation that has been used and provide the references to it or include the documentation in Appendix 3. below.

B.3. Project boundary

1. Use the table below to describe emission sources and GHGs included in the project boundary for the purpose of calculating project emissions and baseline emissions.
2. In addition to the table, present a flow diagram of the project boundary, physically delineating the project activity, based on the description provided in section A.3 above. Include in the flow diagram the equipment, systems and flows of mass and energy described in that section. In particular, indicate in the diagram the emission sources and GHGs included in the project boundary and the data and parameters to be monitored.

Source		Gas	Included	Justification/Explanation
Baseline scenario	Source 1	CO ₂		
		CH ₄		
		N ₂ O		
		...		
	Source 2	CO ₂		
		CH ₄		
		N ₂ O		
		...		
	...	CO ₂		
		CH ₄		
		N ₂ O		
		...		

Source		Gas	Included	Justification/Explanation
Project scenario	Source 1	CO ₂		
		CH ₄		
		N ₂ O		
		...		
	Source 2	CO ₂		
		CH ₄		
		N ₂ O		
		...		
	...	CO ₂		
		CH ₄		
		N ₂ O		
		...		

B.4. Establishment and description of baseline scenario

1. Explain how the baseline scenario is established in accordance with applicable provisions for establishment and description of baseline scenarios in the Project standard and the selected methodology(ies).
2. Where the procedure in the selected methodology(ies) involves several steps, describe how each step is applied and transparently document the outcome of each step. Explain and justify key assumptions and rationales. Provide and explain all data used to establish the baseline scenario (variables, parameters, data sources, etc.). Provide all relevant documentation and/or references.
3. Provide a transparent description of the baseline scenario as established above.
4. Where “future anthropogenic emissions by sources are projected to rise above current levels due to the specific circumstances of the host Party”, use the “Guidelines on the consideration of suppressed demand in CDM methodologies” to propose a revision to an approved methodology to cover such scenario if it is not covered in the methodology.
5. Where the selected standardized baseline standardizes the baseline scenario, describe the baseline scenario in accordance with the selected standardized baseline.
6. The full description of the technology of the baseline scenario is to be provided in section A.3 above.
7. Note that section B.4 above and section B.5 below are complementary. Some of the steps undertaken in one section may overlap with the steps undertaken in the other section depending on the procedures used to establish the baseline scenario and demonstrate additionality. If the “Combined tool to identify the baseline scenario and demonstrate additionality” is used, replicate the same information in both sections. In this case, make a reference to the other section where the description is contained.

B.5. Demonstration of additionality

1. If the project activity is a type of project activity which is deemed automatically additional defined by a applied methodology(ies), demonstrate the additionality of the project activity by using the table and clearly describing how the project activity meets the types defined in the methodology(ies).
2. If the project activity is not of the type that is deemed automatic additional as stated in 1 above, then follow steps 3 to 7 below.
3. Demonstrate that the project activity is additional in accordance with the selected methodology(ies), where applicable, the selected standardized baseline(s) and applicable provisions for demonstration of additionality in the Project standard. Where the procedure in the selected methodology(ies) and/or tool involves several steps, describe how each step is applied and transparently document the outcome of each step. Indicate clearly the method selected to demonstrate additionality (e.g. investment analysis or barrier analysis). Present in a transparent manner, in the form or in a separate appendix, with all data used (variables, parameters, data sources, etc.), how the additionality of the project activity is demonstrated.
4. Where the additionality criteria (e.g. positive lists of technologies) in the selected standardized baselines(s) are used, justify how the project activity meets the additionality criteria (e.g. how the technology to be implemented or implemented by the project activity is justified as one of the technologies listed in the positive list).

- ~~3-5.~~ Where investment analysis is used, list all relevant assumptions and parameters used in the analysis. Where benchmark analysis is used, clearly indicate the benchmark. Where cost comparison is used, describe the scenarios compared.
- ~~4-6.~~ Where the barriers are involved in demonstrating additionality, only select the most relevant barriers. With key facts and/or assumptions and the rationale, justify the credibility of the barriers. Provide relevant documentation or references.
- ~~5-7.~~ If the start date of the project activity is prior to the date of publication of the PDD for the global stakeholder consultation, provide evidence of the prior consideration of the CDM in accordance with applicable provisions related to the demonstration of prior consideration of the CDM in the Project standard.

B.6. Emission reductions

B.6.1. Explanation of methodological choices

1. Explain how the methods or methodological steps in the selected methodology(ies) and, where applicable, the selected standardized baseline(s), for calculating baseline emissions, project emissions, leakage and emission reductions are applied. Clearly state which equations will be used in calculating emission reductions.
2. Explain and justify all relevant methodological choices, including:
 - (a) Where the selected methodology(ies) and, where applicable, the selected standardized baseline(s) include different scenarios or cases, indicate and justify which scenario or case applies to the project activity (e.g. which scenario in ACM0006 is applicable);
 - (b) Where the selected methodology(ies) and, where applicable, the selected standardized baseline(s) provide different options to choose from (e.g. which methodological approach is used to calculate the “operating margin” in ACM0002), indicate and justify which option is chosen for the project activity;
 - (c) Where the selected methodology(ies) and, where applicable, the selected standardized baseline(s) allow different default values, indicate and justify which of the default values have been chosen for the project activity.

B.6.2. Data and parameters fixed ex ante

1. Include a compilation of information on the data and parameters that are not monitored during the crediting period but are determined before the registration and remain fixed throughout the crediting period. Do not include data that become available only after the registration of the project activity (e.g. measurements after the implementation of the project activity) here but include them in the table in section B.7.1 below.
2. The compilation of information may include data that are measured or sampled, and data that are collected from other sources (e.g. official statistics, expert judgment, proprietary data, IPCC, commercial and scientific literature, etc.). Do not include data that are calculated with equations provided in the selected methodology(ies) or default values specified in the methodology(ies) in the compilation.
3. For each piece of data or parameter, complete the table below, following these instructions:
 - (a) “Value(s) applied”: Provide the value applied. Where a time series of data is used, where several measurements are undertaken or where surveys have been conducted, provide detailed information in Appendix 4. below. To report multiple values referring to the same data and parameter, use one table. If necessary, use reference(s) to electronic spreadsheets;
 - (b) “Choice of data”: Indicate and justify the choice of data source. Provide clear and valid references and, where applicable, additional documentation in Appendix 4. below;
 - (c) “Measurement methods and procedures”: Where values are based on measurement, include a description of the measurement methods and procedures applied (e.g. which standards have been used), indicate the responsible person/entity that undertook the measurement, the date of the measurement and the measurement results. More detailed information can be provided in Appendix 4. below;

- (d) "Purpose of data": Choose one of the following:
- (i) Calculation of baseline emissions;
 - (ii) Calculation of project emissions;
 - (iii) Calculation of leakage.
4. For parameter global warming potentials (GWPs), from 1 January 2013, include the values adopted by decision [4/CMP.7](#) to calculate the emission reductions achieved in the second commitment period of the Kyoto Protocol in accordance with the applicable provisions in the Project standard.

(Copy this table for each piece of data and parameter.)

Data / Parameter:	
Unit:	
Description:	
Source of data:	
Value(s) applied:	
Choice of data or Measurement methods and procedures:	
Purpose of data:	
Additional comment:	

B.6.3. Ex ante calculations of emission reductions

1. Provide a transparent ex ante calculation of baseline emissions, project emissions (or, where applicable, direct calculation of emission reductions) and leakage expected during the crediting period, applying all relevant equations provided in the selected methodology(ies) and, where applicable, the selected standardized baseline(s). For data or parameters available before registration, use values contained in the table in section B.6.2 above.
2. For data/parameters not available before registration and monitored during the crediting period, use estimates contained in the table in section B.7.1 below. If any of these estimates has been determined by a sampling approach, provide a description of the sampling efforts undertaken in accordance with the "Standard for sampling and surveys for CDM project activities and programme of activities".
3. Document how each equation is applied, in a manner that enables the reader to reproduce the calculation. Where relevant, provide additional background information and/or data in Appendix 4. below, including relevant electronic spreadsheets.
4. Provide a sample calculation for each equation used, substituting the values used in the equations.

B.6.4. Summary of the ex ante estimates of emission reductions

1. Summarize the results of the ex ante calculation of emission reductions for all years of the crediting period, using the table below.

Year	Baseline emissions (t CO ₂ e)	Project emissions (t CO ₂ e)	Leakage (t CO ₂ e)	Emission reductions (t CO ₂ e)
Year A				
Year B				
Year C				
Year ...				
Total				
Total number of crediting years				
Annual average over the crediting period				

B.7. Monitoring plan

1. Through sections B.7.1, B.7.2 and B.7.3 below, provide a detailed description of the monitoring plan of the project activity developed in accordance with the applicable provisions in the Project standard, the selected methodology(ies) and, where applicable, the selected standardized baseline.
2. If the project participants choose to delay the submission of the monitoring plan for the proposed project activity in accordance with the applicable provisions in the Project standard, clearly state that the submission of the monitoring plan is delayed and that the PDD does not contain information related to the monitoring plan.

B.7.1. Data and parameters to be monitored

1. Include specific information on how the data and parameters that need to be monitored in the selected methodology(ies) and, where applicable, the selected standardized baseline(s) would actually be collected during monitoring. Include here data that are determined only once for the crediting period but that will become available only after registration of the project activity (e.g. measurements after the implementation of the project activity).
2. For each piece of data or parameter, complete the table below, following these instructions:
 - (a) "Source of data": Indicate the source(s) of data that will be used for the project activity (e.g. which exact national statistics). Where several sources are used, justify which data sources should be preferred;
 - (b) "Value(s) applied": The value applied is an estimate of the data/parameter that will be monitored during the crediting period, but is used for the purpose of calculating estimated emission reductions in section B.6 above. To report multiple values referring to the same data and parameter, use one table. If necessary, use reference(s) to electronic spreadsheets;
 - (c) "Measurement methods and procedures": Where data or parameters are to be monitored, specify the measurement methods and procedures, standards to be applied, accuracy of the measurements, person/entity responsible for the measurements, and, in case of periodic measurements, the measurement intervals;
 - (d) "QA/QC procedures": Describe the Quality Assurance (QA)/Quality Control (QC) procedures to be applied, including the calibration procedures, where applicable;
 - (e) "Purpose of data": Choose one of the following:
 - (i) Calculation of baseline emissions;
 - (ii) Calculation of project emissions;
 - (iii) Calculation of leakage.
3. Provide any relevant further background documentation in Appendix 5. below.

(Copy this table for each piece of data and parameter.)

Data / Parameter:	
Unit:	
Description:	
Source of data:	
Value(s) applied:	
Measurement methods and procedures:	
Monitoring frequency:	
QA/QC procedures:	
Purpose of data:	
Additional comment:	

B.7.2. Sampling plan

1. If data and parameters monitored in section B.7.1 above are to be determined by a sampling approach, provide a description of the sampling plan in accordance with the recommended outline for a sampling plan in the "Standard for sampling and surveys for CDM project activities and programme of activities".

B.7.3. Other elements of monitoring plan

1. Describe the operational and management structure that the project operator will implement in order to monitor emission reductions and any leakage generated by the project activity. Clearly indicate the responsibilities and institutional arrangements for data collection and archiving. Provide any relevant further background information in Appendix 5. below.

B.8. Date of completion of application of methodology and standardized baseline and contact information of responsible persons/ entities

1. Provide the date of completion of study on application of the selected methodology(ies) and, where applicable, the selected standardized baseline(s) to the project activity in the format of DD/MM/YYYY.
2. Provide contact information of the person(s)/ entity(ies) responsible for the application of the selected methodology(ies) and, where applicable, the selected standardized baseline(s) to the project activity and indicate if the person(s)/ entity(ies) is also a project participant(s) in Appendix 1. below.

SECTION C. Duration and crediting period**C.1. Duration of project activity****C.1.1. Start date of project activity**

1. State the start date of the project activity, in the format of DD/MM/YYYY, describe how this date has been determined as per the definition of start date provided in the "Glossary: CDM terms", and provide evidence to support this date.

C.1.2. Expected operational lifetime of project activity

1. State the expected operational lifetime of the project activity in years and months.

C.2. Crediting period of project activity**C.2.1. Type of crediting period**

1. State the type of crediting period chosen for the project activity (renewable or fixed).
2. For a renewable crediting period, indicate whether it is the first, second or third.

C.2.2. Start date of crediting period

1. State the start date of crediting period of the project activity in the format of DD/MM/YYYY.

C.2.3. Length of crediting period

1. State the length of the crediting period of the project activity in years and months.

SECTION D. Environmental impacts**D.1. Analysis of the environmental impacts**

1. Provide a summary of the analysis of the environmental impacts of the project activity and references to all related documentation.

D.2. Environmental impact assessment

1. If an environmental impact assessment is required, provide conclusions and references to all related documentation.

SECTION E. Local stakeholder consultation**E.1. Solicitation of comments from local stakeholders**

1. Describe the process by which comments from local stakeholders have been invited for the project activity in accordance with the applicable provisions in the Project standard.
2. Describe how stakeholder consultation was conducted in accordance with applicable national regulations, if any.

E.2. Summary of comments received

1. Identify stakeholders that have made comments, including comments forwarded by the DNA of the host Party, if any, and provide a summary of these comments.

E.3. Report on consideration of comments received

1. Provide information demonstrating that all comments and complaints received, including comments and complaints forwarded by the DNA of the host Party, if any, have been considered.

SECTION F. Approval and authorization

1. Indicate whether the letter(s) of approval from Party(ies) for the project activity is available at the time of submitting the PDD to the validating DOE.
2. If so, provide the letter(s) of approval along with the PDD.

Appendix 1. Contact information of project participants and responsible persons/ entities

1. For each organisation listed in sections A.4 and B.7.4 above, complete the table below, with the following mandatory fields: Project participant and/or responsible person/ entity, Organization, Street/P.O. Box, City, Postcode, Country, Telephone, Fax, e-mail and Name of contact person. Copy and paste the table as needed.

Project participant and/or responsible person/ entity	<input type="checkbox"/> Project participant <input type="checkbox"/> Responsible person/ entity for application of the selected methodology (ies) and, where applicable, the selected standardized baselines to the project activity
Organization name	
Street/P.O. Box	
Building	
City	
State/Region	
Postcode	
Country	
Telephone	
Fax	
E-mail	
Website	
Contact person	
Title	
Salutation	
Last name	
Middle name	
First name	
Department	
Mobile	
Direct fax	
Direct tel.	
Personal e-mail	

Appendix 2. Affirmation regarding public funding

1. If applicable, attach the affirmation obtained from Parties included in Annex 1 providing public funding to the project activity.

Appendix 3. Applicability of methodology and standardized baseline

1. Provide any further background information on the applicability of the selected methodology(ies) and, where applicable, the selected standardized baseline(s).

Appendix 4. Further background information on ex ante calculation of emission reductions

1. Provide any further background information on the ex ante calculation of emission reductions. This may include data, measurement results, data sources, etc.

Appendix 5. Further background information on monitoring plan

1. Provide any further background information used in the development of the monitoring plan. This may include tables with time series data, additional documentation of measurement equipment, procedures, etc.

Appendix 6. Summary of post registration changes

1. Provide a summary of the post registration changes.

- - - - -

Document information

<i>Version</i>	<i>Date</i>	<i>Description</i>
08.0	4 July 2016	Published within annex 13 to the annotated agenda of EB90. Revision to include provisions related to automatically additional project activities.
07.0	15 April 2016	Revision to ensure consistency with the “Standard: Applicability of sectoral scopes” (CDM-EB88-A04-STAN) (version 01.0).
06.0	9 March 2015	Revisions to: <ul style="list-style-type: none"> • Include provisions related to statement on erroneous inclusion of a CPA; • Include provisions related to delayed submission of a monitoring plan; • Provisions related to local stakeholder consultation; • Provisions related to the Host Party; • Editorial improvement.
05.0	25 June 2014	Revisions to: <ul style="list-style-type: none"> • Include the Attachment: Instructions for filling out the project design document form for CDM project activities (these instructions supersede the "Guidelines for completing the project design document form" (Version 01.0)); • Include provisions related to standardized baselines; • Add contact information on a responsible person(s)/ entity(ies) for the application of the methodology (ies) to the project activity in B.7.4 and Appendix 1; • Change the reference number from <i>F-CDM-PDD</i> to <i>CDM-PDD-FORM</i>; • Editorial improvement.
04.1	11 April 2012	Editorial revision to change version 02 line in history box from Annex 06 to Annex 06b

<i>Version</i>	<i>Date</i>	<i>Description</i>
04.0	13 March 2012	Revision required to ensure consistency with the “Guidelines for completing the project design document form for CDM project activities” (EB 66, Annex 8).
03.0	26 July 2006	EB 25, Annex 15
02.0	14 June 2004	EB 14, Annex 06b
01.0	03 August 2002	EB 05, Paragraph 12 Initial adoption.

Decision Class: Regulatory

Document Type: Form

Business Function: Registration

Keywords: project activities, project design document

Appendix 2. Project design document form for small-scale CDM project activities (CDM-SSC-PDD-FORM) (version 08.0)

DRAFT



**Project design document form for
small-scale CDM project activities**

(Version 087.0)

Complete this form in accordance with the Attachment "Instructions for filling out the project design document form for small-scale CDM project activities" at the end of this form.

PROJECT DESIGN DOCUMENT (PDD)

Title of the project activity	
Version number of the PDD	
Completion date of the PDD	
Project participant(s)	
Host Party	
Applied methodology(ies) and, where applicable, applied standardized baseline(s)	
Sectoral scope(s) linked to the applied methodology(ies)	
Estimated amount of annual average GHG emission reductions	

SECTION A. Description of project activity**A.1. Purpose and general description of project activity**

>>

A.2. Location of project activity**A.2.1. Host Party**

>>

A.2.2. Region/State/Province etc.

>>

A.2.3. City/Town/Community etc.

>>

A.2.4. Physical/Geographical location

>>

A.3. Technologies and/or measures

>>

A.4. Parties and project participants

Party involved (host) indicates host Party	Private and/or public entity(ies) project participants (as applicable)	Indicate if the Party involved wishes to be considered as project participant (Yes/No)
Party A (host)	Private entity A Public entity A	
Party B	Private entity B Public entity B	
...	...	

A.5. Public funding of project activity

>>

A.6. Debundling for project activity

>>

SECTION B. Application of selected approved baseline and monitoring methodology and standardized baseline

B.1. Reference of methodology and standardized baseline

>>

B.2. Project activity eligibility

>>

B.3. Project boundary

B.4. Establishment and description of baseline scenario

>>

B.5. Demonstration of additionality

>>

This table below is only applicable when the project activity is in the positive list of technologies or project activity types that are defined as automatically additional as per the tool on demonstration of additionality for small-scale or microscale project activities.

<u>Select the tool relevant to the project activity</u>	<u>The tool on demonstration of additionality of small-scale</u> <u>The tool on demonstration of additionality of microscale project activities</u>
Description	

B.6. Emission reductions

B.6.1. Explanation of methodological choices

>>

B.6.2. Data and parameters fixed ex ante

(Copy this table for each piece of data and parameter.)

Data / Parameter	
Unit	
Description	
Source of data	
Value(s) applied	
Choice of data or Measurement methods and procedures	
Purpose of data	
Additional comment	

B.6.3. Ex ante calculation of emission reductions

>>

B.6.4. Summary of ex ante estimates of emission reductions

Year	Baseline emissions (t CO ₂ e)	Project emissions (t CO ₂ e)	Leakage (t CO ₂ e)	Emission reductions (t CO ₂ e)
Year A				
Year B				
Year C				
Year ...				
Total				
Total number of crediting years				
Annual average over the crediting period				

B.7. Monitoring plan**B.7.1. Data and parameters to be monitored***(Copy this table for each piece of data and parameter.)*

Data / Parameter	
Unit	
Description	
Source of data	
Value(s) applied	
Measurement methods and procedures	
Monitoring frequency	
QA/QC procedures	
Purpose of data	
Additional comment	

B.7.2. Sampling plan

>>

B.7.3. Other elements of monitoring plan

>>

B.8. Date of completion of application of methodology and standardized baseline and contact information of responsible persons/ entities

>>

SECTION C. Duration and crediting period

C.1. Duration of project activity

C.1.1. Start date of project activity

>>

C.1.2. Expected operational lifetime of project activity

>>

C.2. Crediting period of project activity

C.2.1. Type of crediting period

>>

C.2.2. Start date of crediting period

>>

C.2.3. Length of crediting period

>>

SECTION D. Environmental impacts

D.1. Analysis of environmental impacts

>>

SECTION E. Local stakeholder consultation

E.1. Solicitation of comments from local stakeholders

>>

E.2. Summary of comments received

>>

E.3. Report on consideration of comments received

>>

SECTION F. Approval and authorization

>>

Appendix 1. Contact information of project participants and responsible persons/ entities

Project participant and/or responsible person/ entity	<input type="checkbox"/> Project participant <input type="checkbox"/> Responsible person/ entity for application of the selected methodology (ies) and, where applicable, the selected standardized baselines to the project activity
Organization name	
Street/P.O. Box	
Building	
City	
State/Region	
Postcode	
Country	
Telephone	
Fax	
E-mail	
Website	
Contact person	
Title	
Salutation	
Last name	
Middle name	
First name	
Department	
Mobile	
Direct fax	
Direct tel.	
Personal e-mail	

Appendix 2. Affirmation regarding public funding

Appendix 3. Applicability of methodology and standardized baseline

Appendix 4. Further background information on ex ante calculation of emission reductions

Appendix 5. Further background information on monitoring plan

Appendix 6. Summary of post registration changes

Attachment. Instructions for filling out the project design document form for small-scale CDM project activities

1. General instructions

1. When designing a project activity and completing the CDM-SSC-PDD-FORM, in addition to applying the "[CDM project standard](#)" (Project standard), the selected approved baseline and monitoring [methodology\(ies\)](#) (hereinafter referred to as the selected methodology(ies)) and, where applicable, the selected approved [standardized baseline\(s\)](#) (hereinafter referred to as the selected standardized baseline(s)), 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. When documenting changes occurred to the project activity after its registration in accordance with applicable provisions relating to the post registration changes process, prepare two versions of the PDDs using the CDM-SSC-PDD-FORM, one in clean version and the other indicating the changes in track-change.
3. In addition to the provisions in paragraph 2 above, provide a summary of the changes, including the reasons for the changes and any additional information relating to the changes, in Appendix 6 below.
4. Where a PDD contains information that the project participants wish to be treated as confidential/proprietary, submit documentation in two versions:
 - (a) One version where all parts containing confidential/proprietary information are made illegible (e.g. by covering those parts with black ink) so that the version can be made publicly available without displaying confidential/proprietary information;
 - (b) A version containing all information that is to be treated as strictly confidential/proprietary by all parties handling this documentation (designated operational entities (DOEs) and applicant entities (AEs); Board members and alternate members; panel/committee and working group members; external experts requested to consider such documents in support of work for the Board; the secretariat).
5. Information used to: (a) demonstrate additionality; (b) describe the application of the selected methodology(ies) and, where applicable, the selected standardized baseline(s); and (c) support the environmental impact assessment; is not considered proprietary or confidential. Make any data, values and formulae included in electronic spreadsheets provided accessible and verifiable.
6. Complete the CDM-SSC-PDD-FORM and all attached documents in English, or contain a full translation of relevant sections in English.
7. Complete the CDM-SSC-PDD-FORM using the same format without modifying its font, headings or logo, and without any other alteration to the form.
8. Do not modify or delete tables and their columns in the CDM-SSC-PDD-FORM. Add rows in the tables as needed. Add additional appendices as needed.
9. If a section of the CDM-SSC-PDD-FORM is not applicable, explicitly state that the section is left blank intentionally.

10. Use an internationally recognized format for presentation of values in the CDM-SSC-PDD-FORM, for example use digits grouping in thousands and mark a decimal point with a dot (.), not with a comma (,).
11. If project participants wish to propose a project activity with more than one component in the same PDD, provide information on each component separately in all the relevant sections in accordance with the applicable provision related to validation for small-scale project activities in the Project standard.
12. Complete the CDM-SSC-PDD-FORM deleting this Attachment “Instructions for filling out the project design document form for small-scale 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 PDD;
 - (c) Completion date of the PDD (DD/MM/YYYY);
 - (d) Project participant(s);
 - (e) Host Party;
 - (f) Applied methodology(ies) and, where applicable, applied standardized baseline(s);
 - (g) Sectoral scope(s) linked to the applied methodology(ies), clearly indicating mandatory sectoral scopes and if applicable, conditional sectoral scopes for the project activity;
 - (h) Estimated amount of annual average GHG emission reductions.

SECTION A. Description of project activity

A.1. Purpose and general description of project activity

1. Provide a brief description of the project activity in accordance with applicable provisions related to the description of project activity for all project types and small-scale project activities in the Project standard. The full description of the technologies and measures, project boundary and baseline scenario are to be provided in sections A.3, B.3 and B.4 below.
2. Also provide a brief description of (in a couple of paragraphs):
 - (a) The scenario existing prior to the implementation of the project activity including, where applicable, the type of facility where the project activity will take place or replace (e.g. sugar mill, swine farm, iron smelter, etc.);
 - (b) The baseline scenario, as identified in section B.4 below.
3. The full description of the technologies and measures, project boundary and baseline scenario are to be provided in sections A.3, B.3 and B.4 below.
4. If the baseline scenario is the same as the scenario existing prior to the implementation of the project activity, there is no need to repeat the description of the scenarios, but only to state that both are the same.
5. Provide the estimate of annual average and total GHG emission reductions for the chosen crediting period.
6. Include a brief description of how the project activity contributes to sustainable development (not more than one page).
7. For project type(s) (i.e. Type I, II, and/or III), refer to applicable provisions for project activity eligibility in the Project standard.
8. Confirm that the proposed CDM project activity is not a CPA that has been excluded from a registered CDM PoA as a result of erroneous inclusion of CPAs.

A.2. Location of project activity

A.2.1. Host Party

1. Indicate the host party which is the Party in which the CDM project activity is located. The CDM project activity can have only one host Party.

A.2.2. Region/State/Province etc.**A.2.3. City/Town/Community etc.****A.2.4. Physical/Geographical location**

2. Provide details of the physical/geographical location of the project activity, including information allowing the unique identification of this project activity and a map. Do not exceed one page for the description of location.

A.3. Technologies and measures

1. Describe the technologies and measures to be employed and/or implemented by the project activity, including a list of the facilities, systems and equipment that will be installed and/or modified by the project activity. This includes:
 - (a) A list and the arrangement of the main manufacturing/production technologies, systems and equipment involved. Include in the description information about the age and average lifetime of the equipment based on manufacturer's specifications and industry standards, and existing and forecast installed capacities, load factors and efficiencies. The monitoring equipments and their location in the systems are of particular importance;
 - (b) Energy and mass flows and balances of the systems and equipment included in the project activity;
 - (c) The types and levels of services (normally in terms of mass or energy flows) provided by the systems and equipment that are being modified and/or installed under the project activity and their relation, if any, to other manufacturing/production equipment and systems outside the project boundary. The types and levels of services provided by those manufacturing/production systems and equipment outside the project boundary may also constitute important parameters of the description. Clearly explain how the same types and levels of services provided by the project activity would have been provided in the baseline scenario.
2. Also provide a list of:
 - (a) Facilities, systems and equipment in operation under the existing scenario prior to the implementation of the project activity;
 - (b) Facilities, systems and equipment in the baseline scenario, as established in section B.4 below.
3. Where relevant, consider applicable provisions for application of selected baseline and monitoring methodology for small-scale project activities in the Project standard.
4. If the baseline scenario is a continuation of current practice, thus identical to the scenario existing prior to the implementation of the project activity, there is no need to repeat the description of the scenarios, only state that both are the same.
5. Do not provide information that is not essential to understanding the purpose of the project activity and how it reduces GHG emissions. Do not include information related to equipment, systems and measures that are auxiliary to the main scope of the project activity and do not affect directly or indirectly GHG emissions and/or mass and energy balances of the processes related to the project activity.
6. Include a description of how the technologies and measures and know-how to be used are transferred to the host Party.
7. If there are more than one component belonging to different small-scale project types in the project activity i.e. Type I, Type II, Type III, provide the information for each component separately.

A.4. Party(ies) and project participant(s)

1. List in the table below Party(ies) and project participant(s) involved in the project activity and provide contact information in Appendix 1. below.
2. When the CDM-SSC-PDD-FORM is completed in support of a proposed new small-scale methodology, identify at least the host Party and any known project participant(s) (e.g. those proposing a new methodology).

Name of Party involved (host) indicates host Party	Name of private and/or public entity(ies) project participants (as applicable)	Indicate if the Party involved wishes to be considered as project participant (Yes/No)
Name A (host)	Private entity A Public entity A	

Name B	Private entity B Public entity B	
...	...	

A.5. Public funding of project activity

1. Indicate whether the project activity receives public funding from Parties included in Annex I. If so:
 - (a) Provide information on Parties providing public funding;
 - (b) Attach in Appendix 2 below the affirmation obtained from such Parties in accordance with applicable provisions related to official development assistance in the Project standard.
2. When the CDM-SSC-PDD-FORM is completed in support of a proposed new small-scale methodology, describe whether public funding from Parties included in Annex 1 is likely to be provided, indicating the Parties to the extent possible.

A.6. Debundling for project activity

1. Demonstrate that the project activity is not a debundled component of a large-scale project activity, in accordance with applicable provisions for debundling in the Project standard.

SECTION B. Application of selected approved baseline and monitoring methodology and standardized baseline**B.1. Reference of methodology and standardized baseline**

1. Indicate exact reference (number, title, version) of:
 - (a) The selected methodology(ies) (e.g. AMS-I.A. "Electricity generation by the user" (Version 16.0));
 - (b) Any tools and other methodologies to which the selected methodology(ies) refer (e.g. "Methodological Tool: Tool to calculate the emission factor for an electricity system" (Version 04.0));
 - (c) The selected standardized baseline(s), where applicable (e.g. ASB0004 "Standardized baseline: Technology switch in the rice mill sector of Cambodia" (Version 01.0)).
2. Refer to the UNFCCC CDM website for the exact reference of approved baseline and monitoring methodologies, tools and standardized baselines.

B.2. Project activity eligibility

1. Justify the choice of the selected methodology(ies) and, where applicable, the selected standardized baseline(s) by showing that the project activity meets each applicability condition of the methodology(ies) and, where applicable, the selected standardized baseline(s).
2. Demonstrate that the project activity qualifies as Type I, II, and/or III during every year of the crediting period in accordance with applicable provisions for project activity eligibility in the Project standard.
3. In case the project activity contains more than one component with each component belonging to one of the three project types, demonstrate that the sum of components for each type does not exceed the limits of that project type.
4. Explain documentation that has been used and provide the references to it or include the documentation in Appendix 3 below.

B.3. Project boundary

1. Define the project boundary of the project activity based on the guidance of the selected methodology(ies).emissions.
2. Present a flow diagram of the project boundary, physically delineating the project activity, based on the description provided in section A.3 above. Include in the flow diagram the equipment, systems and flows of mass and energy described in that section. In particular, indicate in the diagram the emission sources and GHGs included in the project boundary and the data and parameters to be monitored.

B.4. Establishment and description of baseline scenario

1. Explain how the baseline scenario is established in accordance with applicable provisions for establishment and description of baseline scenarios in the Project standard and the selected methodology(ies).
2. Explain and justify key assumptions and rationales. Provide and explain all data used to establish the baseline scenario (variables, parameters, data sources, etc.). Provide all relevant documentation and/or references.
3. Where “future anthropogenic emissions by sources are projected to rise above current levels due to the specific circumstances of the host Party”, use the “Guidelines on the consideration of suppressed demand in CDM methodologies” to propose a revision to an approved methodology to cover such scenario if it is not covered in the methodology.
4. Provide a transparent description of the baseline scenario as established above.
5. Where the selected standardized baseline standardizes the baseline scenario, describe the baseline scenario in accordance with the selected standardized baseline.
6. The full description of the technology of the baseline scenario is to be provided in section A.3 above.

B.5. Demonstration of additionality

1. If the project activity is in the positive list of technologies or project activity types of the tool on demonstration of additionality of small-scale or microscale project activities, please demonstrate the project activity is additional using the table by selecting a relevant tool and demonstrating how the project activity meets the criteria of the positive list in the description section of the table.
- 1-2. If the project activity does not fall under 1 above then follow steps 3 to 5 below.
- 2-3. Demonstrate that the project activity is additional, in accordance with one of options provided in the applicable provision for demonstration of additionality for small-scale project activities in the Project standard (e.g. “Guidelines on the demonstration of additionality of small-scale project activities”), and where applicable, with the selected standardized baseline(s).
- 3-4. Where the additionality criteria (e.g. positive lists of technologies) in the selected standardized baseline(s) are used, justify how the project activity meets the additionality criteria (e.g. how the technology to be implemented or implemented by the project activity is justified as one of the technologies listed in the positive list).
- 4-5. If the start date of the project activity is prior to the date of publication of the PDD for the global stakeholder consultation, provide evidence of the prior consideration of the CDM in accordance with applicable provisions related to the demonstration of prior consideration of the CDM in the Project standard.

B.6. Emission reductions**B.6.1. Explanation of methodological choices**

1. Explain how the methods or methodological steps in the selected methodology(ies) and, where applicable, the selected standardized baseline(s), for calculating baseline emissions, project emissions, leakage and emission reductions are applied. Clearly state which equations will be used in calculating emission reductions.
2. Explain and justify all relevant methodological choices, including:
 - (a) Where the selected methodology(ies) and, where applicable, the selected standardized baseline(s) provides different options to choose from (e.g. “combined margin” under AMS I.D), indicate and justify which option is chosen for the project activity;
 - (b) Where the selected methodology(ies) and, where applicable, the selected standardized baseline(s) allows different default values (e.g. values for MCF under AMS III.E), indicate and justify which of the default values have been chosen for the project activity.

B.6.2. Data and parameters fixed ex ante

1. Include a compilation of information on the data and parameters that are not monitored during the crediting period but are determined before the registration and remain fixed throughout the crediting period. Do not include data that become available only after the registration of the project activity (e.g. measurements after the implementation of the project activity) here but include them in the table in section B.7.1 below.

2. The compilation of information may include data that are measured or sampled, and data that are collected from other sources (e.g. official statistics, expert judgment, proprietary data, IPCC, commercial and scientific literature, etc.). Do not include data that are calculated with equations provided in the selected methodology(ies) or default values specified in the methodology(ies) in the compilation.
3. For each piece of data or parameter, complete the table below, following these instructions:
 - (a) "Value(s) applied": Provide the value applied. Where a time series of data is used, where several measurements are undertaken or where surveys have been conducted, provide detailed information in Appendix 4 below. To report multiple values referring to the same data and parameter, use one table. If necessary, use reference(s) to electronic spreadsheets;
 - (b) "Choice of data": Indicate and justify the choice of data source. Provide clear and valid references and, where applicable, additional documentation in Appendix 4 below;
 - (c) "Measurement methods and procedures": Where values are based on measurement, include a description of the measurement methods and procedures applied (e.g. which standards have been used), indicate the responsible person/entity that undertook the measurement, the date of the measurement and the measurement results. More detailed information can be provided in Appendix 4 below;
 - (d) "Purpose of data": Choose one of the following:
 - (i) Calculation of baseline emissions;
 - (ii) Calculation of project emissions;
 - (iii) Calculation of leakage.
4. For parameter global warming potentials (GWPs), from 1 January 2013, include the values adopted by [decision 4/CMP.7](#) to calculate the emission reductions achieved in the second commitment period of the Kyoto Protocol in accordance with the applicable provisions in the Project standard.

(Copy this table for each piece of data and parameter.)

Data / Parameter:	
Unit:	
Description:	
Source of data:	
Value(s) applied:	
Choice of data or Measurement methods and procedures:	
Purpose of data:	
Additional comment:	

B.6.3. Ex ante calculations of emission reductions

1. Provide a transparent ex ante calculation of baseline emissions, project emissions (or, where applicable, direct calculation of emission reductions) and leakage expected during the crediting period, applying all relevant equations provided in the selected methodology(ies) and, where applicable, the selected standardized baseline(s). For data or parameters available before registration, use values contained in the table in section B.6.2 above.
2. For data/parameters not available before registration and monitored during the crediting period, use estimates contained in the table in section B.7.1 below. If any of these estimates has been determined by a sampling approach, provide a description of the sampling efforts undertaken in accordance with the "Standard for sampling and surveys for CDM project activities and programme of activities".
3. Document how each equation is applied, in a manner that enables the reader to reproduce the calculation. Where relevant, provide additional background information and/or data in Appendix 4. below, including relevant electronic spreadsheets.
4. Provide a sample calculation for each equation used, substituting the values used in the equations.
5. If the project activity involves more than one component activity (e.g. one component activity for methane capture applying AMS III.D together with another component for grid connected electricity generation applying AMS I.D), provide emission reduction calculations for each of the component in accordance with the applicable provision for application of selected baseline and monitoring methodology and selected standardized baseline for small-scale project activities in the Project standard.

B.6.4. Summary of the ex ante estimates of emission reductions

1. Summarize the results of the ex ante calculation of emission reductions for all years of the crediting period, using the table below.
2. If the project activity involves more than one component, provide a separate table for each of the component or each of the selected methodology(ies). In addition, provide a table showing the aggregate emission reductions of the project activity.

Year	Baseline emissions (t CO ₂ e)	Project emissions (t CO ₂ e)	Leakage (t CO ₂ e)	Emission reductions (t CO ₂ e)
Year A				
Year B				
Year C				
Year ...				
Total				
Total number of crediting years				
Annual average over the crediting period				

B.7. Monitoring plan

1. Through sections B.7.1, B.7.2, and B.7.3 below, provide a detailed description of the monitoring plan of the project activity developed in accordance with the monitoring requirements of the selected methodology(ies), where applicable, the selected standardized baseline(s) and applicable provisions for monitoring plan for all project types and small-scale project activities in the Project standard.
2. If the project participants choose to delay the submission of the monitoring plan for the proposed project activity, in accordance with the applicable provisions in the Project standard, clearly state that the submission of the monitoring plan is delayed and that the PDD does not contain information related to the monitoring plan.

B.7.1. Data and parameters to be monitored

1. Include specific information on how the data and parameters that need to be monitored in the selected methodology(ies) and, where applicable, the selected standardized baseline(s) would actually be collected during monitoring. Include here data that are determined only once for the crediting period but that will become available only after registration of the project activity (e.g. measurements after the implementation of the project activity).
2. For each piece of data or parameter, complete the table below, following these instructions:
 - (a) "Source of data": Indicate the source(s) of data that will be used for the project activity (e.g. which exact national statistics). Where several sources are used, justify which data sources should be preferred;
 - (b) "Value(s) applied": The value applied is an estimate of the data/parameter that will be monitored during the crediting period, but is used for the purpose of calculating estimated emission reductions in section B.6 above. To report multiple values referring to the same data and parameter, use one table. If necessary, use reference(s) to electronic spreadsheets;
 - (c) "Measurement methods and procedures": Where data or parameters are to be monitored, specify the measurement methods and procedures, standards to be applied, accuracy of the measurements, person/entity responsible for the measurements, and, in case of periodic measurements, the measurement intervals;
 - (d) "QA/QC procedures": Describe the Quality Assurance (QA)/Quality Control (QC) procedures to be applied, including the calibration procedures, where applicable;
 - (e) "Purpose of data": Choose one of the following
 - (i) Calculation of baseline emissions;
 - (ii) Calculation of project emissions;
 - (iii) Calculation of leakage.

3. Provide any relevant further background documentation in Appendix 5 below.

(Copy this table for each piece of data and parameter.)

Data / Parameter:	
Unit:	
Description:	
Source of data:	
Value(s) applied:	
Measurement methods and procedures:	
Monitoring frequency:	
QA/QC procedures:	
Purpose of data:	
Additional comment:	

B.7.2. Sampling plan

1. If data and parameters monitored in section B.7.1 above are to be determined by a sampling approach, provide a description of the sampling plan in accordance with the recommended outline for a sampling plan in the “Standard for sampling and surveys for CDM project activities and programme of activities”.

B.7.3. Other elements of monitoring plan

1. Describe the operational and management structure that the project operator will implement in order to monitor emission reductions and any leakage generated by the project activity. Clearly indicate the responsibilities and institutional arrangements for data collection and archiving. Provide any relevant further background information in Appendix 5 below.

B.8. Date of completion of application of methodology and standardized baseline and contact information of responsible persons/ entities

1. Provide the date of completion of study on application of the selected methodology(ies) and, where applicable, the selected standardized baseline(s) to the project activity in the format of DD/MM/YYYY.
 2. Provide contact information of the person(s)/ entity(ies) responsible for the application of the selected methodology(ies) and, where applicable, the selected standardized baseline(s) to the project activity and indicate if the person(s)/ entity(ies) is also a project participant(s) in Appendix 1 below.

SECTION C. Duration and crediting period

C.1. Duration of project activity

C.1.1. Start date of project activity

1. State the start date of the project activity, in the format of DD/MM/YYYY, describe how this date has been determined as per the definition of start date provided in the “Glossary: CDM terms”, and provide evidence to support this date.

C.1.2. Expected operational lifetime of project activity

1. State the expected operational lifetime of the project activity in years and months.

C.2. Crediting period of project activity

C.2.1. Type of crediting period

1. State the type of crediting period chosen for the project activity (renewable or fixed).
 2. For a renewable crediting period, indicate whether it is the first, second or third.

C.2.2. Start date of crediting period

1. State the start date of crediting period of the project activity in the format of DD/MM/YYYY.

C.2.3. Length of crediting period

1. State the length of the crediting period of the project activity in years and months.

SECTION D. Environmental impacts**D.1. Analysis of the environmental impacts**

1. If applicable, provide a summary of the analysis of the environmental impacts and references to all related documentation in accordance with the applicable provision for environmental impacts for small-scale project activities in the Project standard.

SECTION E. Local stakeholder consultation**E.1. Solicitation of comments from local stakeholders**

1. Describe the process by which comments from local stakeholders have been invited for the project activity in accordance with the applicable provisions in the Project standard.
2. Describe how stakeholder consultation was conducted in accordance with applicable national regulations, if any.

E.2. Summary of comments received

1. Identify stakeholders that have made comments, including, if any, comments forwarded by the DNA of the host Party, and provide a summary of these comments.

E.3. Report on consideration of comments received

1. Provide information demonstrating that all comments and complaints received, including if any, comments and complaints forwarded by the DNA of the host Party, have been considered.

SECTION F. Approval and authorization

1. Indicate whether the letter(s) of approval from Party(ies) for the project activity is available at the time of submitting the PDD to the validating DOE.
2. If so, provide the letter(s) of approval along with the PDD.

Appendix 1. Contact information of project participants and responsible persons/ entities

1. For each organisation listed in sections A.4 and B.7.4 above, complete the table below, with the following mandatory fields: Project participant and/or responsible person/ entity, Organization, Street/P.O. Box, City, Postcode, Country, Telephone, Fax, e-mail and Name of contact person. Copy and paste the table as needed.

Project participant and/or responsible person/ entity	<input type="checkbox"/> Project participant <input type="checkbox"/> Responsible person/ entity for application of the selected methodology (ies) and, where applicable, the selected standardized baselines to the project activity
Organization name	
Street/P.O. Box	
Building	
City	
State/Region	
Postcode	
Country	
Telephone	
Fax	
E-mail	
Website	
Contact person	
Title	
Salutation	
Last name	
Middle name	
First name	
Department	
Mobile	
Direct fax	
Direct tel.	
Personal e-mail	

Appendix 2. Affirmation regarding public funding

1. If applicable, attach the affirmation obtained from Parties included in Annex 1 providing public funding to the project activity.

Appendix 3. Applicability of methodology and standardized baseline

1. Provide any further background information on the applicability of the selected methodology(ies) and, where applicable, the selected standardized baseline(s).

Appendix 4. Further background information on ex ante calculation of emission reductions

1. Provide any further background information on the ex ante calculation of emission reductions. This may include data, measurement results, data sources, etc.

Appendix 5. Further background information on monitoring plan

1. Provide any further background information used in the development of the monitoring plan. This may include tables with time series data, additional documentation of measurement equipment, procedures, etc.

Appendix 6. Summary of post registration changes

1. Provide a summary of the post registration changes.

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Document information

<i>Version</i>	<i>Date</i>	<i>Description</i>
08.0	4 July 2016	Published within annex 13 to the annotated agenda of EB90
07.0	15 April 2016	Revision to ensure consistency with the "Standard: Applicability of sectoral scopes" (CDM-EB88-A04-STAN) (version 01.0).
06.0	9 March 2015	Revisions to: <ul style="list-style-type: none"> • Include provisions related to statement on erroneous inclusion of a CPA; • Include provisions related to delayed submission of a monitoring plan; • Provisions related to local stakeholder consultation; • Provisions related to the Host Party; • Editorial improvement.
05.0	25 June 2014	Revisions to: <ul style="list-style-type: none"> • Include the Attachment: Instructions for filling out the project design document form for small-scale CDM project activities (these instructions supersede the "Guidelines for completing the project design document form for small-scale CDM project activities" (Version 01.1)); • Include provisions related to standardized baselines; • Add contact information on a responsible person(s)/ entity(ies) for the application of the methodology (ies) to the project activity in B.7.4 and Appendix 1; • Change the reference number from <i>F-CDM-SSC-PDD</i> to <i>CDM-SSC-PDD-FORM</i>; • Editorial improvement.
04.1	11 April 2012	Editorial revision to change history box by adding EB meeting and annex numbers in the Date column.

<i>Version</i>	<i>Date</i>	<i>Description</i>
04.0	13 March 2012	EB 66, Annex 9 Revision required to ensure consistency with the “Guidelines for completing the project design document form for small-scale CDM project activities”
03.0	15 December 2006	EB 28, Annex 34 <ul style="list-style-type: none"> The Board agreed to revise the CDM project design document for small-scale activities (CDM-SSC-PDD), taking into account CDM-PDD and CDM-NM.
02.0	08 July 2005	EB 20, Annex 14 <ul style="list-style-type: none"> The Board agreed to revise the CDM SSC PDD to reflect guidance and clarifications provided by the Board since version 01 of this document. As a consequence, the guidelines for completing CDM SSC PDD have been revised accordingly to version 2. The latest version can be found at http://cdm.unfccc.int/Reference/Documents.
01.0	21 January 2003	EB 07, Annex 05 Initial adoption.
Decision Class: Regulatory Document Type: Form Business Function: Registration Keywords: project design document, SSC project activities		

Appendix 3. Validation report form for CDM project activities (CDM-VAL-FORM) (Version 02.0)

DRAFT



Validation report form for CDM project activities

(Version 021.0)

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

Title of the project activity	
Version number of the validation report	
Completion date of the validation report	
Version number of PDD to which this report applies	
Date when PDD was uploaded for global stakeholder consultation	
Project participant(s)	
Host Party	
Estimated annual average GHG emission reductions or net removals in the crediting period (tCO ₂ e)	
Sectoral scope(s) and selected methodology(ies)	
Name of DOE	
Name, position and signature of the approver of the validation report	

SECTION A. Executive summary

>>

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**

>>

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, 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)			
Total			

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

Means of validation	
Findings	
Conclusion	

D.2. Approval

Means of validation	
Findings	
Conclusion	

D.3. Authorization

Means of validation	
Findings	
Conclusion	

D.4. Contribution to sustainable development

Means of validation	
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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

Means of validation	
Findings	
Conclusion	

D.9. Duration and crediting period

Means of validation	
Findings	
Conclusion	

D.10. Environmental impacts

Means of validation	
Findings	
Conclusion	

D.11. Local stakeholder consultation

Means of validation	
Findings	
Conclusion	

SECTION E. Internal quality control

>>

SECTION F. Validation opinion

>>

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 (tCO₂e);
 - (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.
- 1-2. If the project activity is a type of the project activity which is deemed automatically additional defined by the applied methodology or the tool on demonstration of additionality of small-scale or microscale project activities, explain how the project activity meets the criteria for automatically additional project defined by the methodology or the tool.

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	4 July 2016	Published within annex 13 to the annotated agenda of EB90. 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		