

**DRAFT****Annex 9****PROPOSED IMPLEMENTATION PLAN FOR THE CLEAN DEVELOPMENT MECHANISM
PROJECT STANDARD, VALIDATION AND VERIFICATION STANDARD AND PROJECT
CYCLE PROCEDURE****I. Background**

1. The Executive Board of the clean development mechanism (CDM) (hereinafter referred to as the Board), at its sixty-third meeting, started considering drafts of the “Clean development mechanism project standard” (PS), “Clean development mechanism validation and verification standard” (VVS) and “Clean development mechanism project cycle procedure” (PCP) with a view to adopting them at its sixty-fifth meeting.
2. The adoption of these three new documents will impact a number of existing regulatory documents (standards, procedures, guidelines, clarifications and forms) as one of the main purposes of developing these new documents is to consolidate existing provisions into fewer documents. For example, many existing regulatory documents will have to be cancelled since their full content will be incorporated in the PS, VVS and/or PCP. Other documents will have to be revised because only some of their content will be incorporated while other content will remain in those documents. Also, in order to implement the three new documents, several new documents will have to be developed.
3. Furthermore, certain workflows and information systems will need to be adjusted to accommodate new or revised steps required by the PCP.
4. Additionally, a transitional measure for the cases submitted prior to the effective date of the three new documents may need to be introduced for smooth and fair transition to the new regulatory framework to be established by the three new documents.
5. This document proposes an implementation plan for the PS, VVS and PCP.

II. Proposed implementation plan

6. The proposed implementation plan is divided into two key streams of work:
 - (a) Document review and management activities;
 - (b) Arrangements required to transition from the existing regulations;
 - (c) Workflow review and system update activities.

A. Document review and management activities

7. The proposed implementation plan for document review and management activities are summarized in the following table:

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Table 1: Document review and management activities implementation plan

Activity	Timing	Content
1. Adoption of PS, VVS, and PCP	EB65	The Board will consider adoption of the PS VVS, and PCP
2. Revision of documents (refer to appendix A)	By EB66	The secretariat will revise relevant documents. The documents will undergo editorial review to ensure the information is clear and consistent.
3. Development of new documents (refer to appendix B)	By EB66	The secretariat will draft the required documents. The documents will undergo editorial review to ensure the information is clear and consistent.
4. Adoption of new and revised documents	EB66	The Board will consider adoption of the new and revised documents, specifying effective date (grace period) for each of these documents including the PS VVS, and PCP
5. Cancellation of superseded documents (refer to appendix C)	Effective date of PS, VVS and PCP	The secretariat will remove the withdrawn documents, replace the revised documents and add the new documents to the UNFCCC CDM website. References to the withdrawn documents will be included in the history boxes in the new and revised documents. In addition, within the Catalogue of Decisions, appropriate links will be provided to all withdrawn documents through the “related other versions” reference found in the latest documents.

B. Workflow review and system update

8. The secretariat has defined the internal processes and appropriate IT systems to support the new/revised processes proposed in the PCP. These products include a new submission form and workflow to support the changes that require pre-approval before issuance, and a revised issuance request form and revised issuance workflow for changes that do not require prior-approval before issuance. This work will be completed by 1 May 2012.

C. Arrangements required to transition from existing regulations

9. The PS, VVS, and PCP introduce new and revised provisions related to, inter alia, deviations from approved methodologies, post registration changes, direct communications with project participants, and project status reporting. In determining the most efficient method to transition to from existing regulations, the secretariat considered the following factors:

- (a) The necessary time for project participants and DOEs to adjust their systems to follow the new standards and procedures, considering that the PS, VVS and PCP are mainly a consolidation of existing provisions, with only some new provisions;
- (b) The necessary time for the secretariat to prepare the revised or new documents as well as adjusting the workflows and information system;
- (c) The impact of delaying the improvements in the objectivity, clarity and integrity of the clean development mechanism to be brought by the PS, VVS and PCP.

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10. The secretariat recommends an approach whereby an effective date is set for the three documents. In this case, all submissions made before the effective date of the PS, VVS and PCP will be processed under the old regulations regardless of how long it takes to complete processing the submissions. This approach would require the secretariat to operate parallel systems for the existing and new regulations, but would only require the secretariat to start operating the new processes as of the effective date. Therefore this approach allows sufficient time for stakeholders to adjust their systems and sufficient time for the secretariat to develop and test the new process.

11. The secretariat recommends an effective date of 1 May 2012 for the PS, VVS, and PCP.

**DRAFT****Appendix A: Documents to be revised**

Documents to be revised (22)	Document(s) causing revision
Standard or Other (1)	
1. Glossary of CDM terms (version 5.0)	PCP, PS, VVS
Procedure (1)	
2. Procedure for the submission and consideration of queries regarding the application of approved methodologies by DOEs to the Meth Panel (version 06.0)	PS, VVS
Guidelines (15)	
3. General guidelines to SSC CDM methodologies (version 17.0)	PS, VVS
4. Guidelines for completing the project design document (CDM-PDD) and the proposed new baseline and monitoring methodologies (CDM-NM) (version 07.0)	PCP, PS, VVS
5. Guidelines for completing the simplified project design document (CDM-SSC-PDD) and the form for proposed new small-scale methodologies (CDM-SSC-NM) (version 05.0)	PCP, PS
6. Clean development mechanism guidelines for completing the CDM A/R forms for: the project design document (CDM-AR-PDD) and the proposed new baseline and monitoring methodologies (CDM-AR-NM) (version 10.0)	PCP, PS
7. Guidelines for completing the simplified project design document for small-scale A/R (CDM-SSC-AR-PDD) and the form for submissions on methodologies for small-scale A/R CDM project activities (F-CDM-SSC-AR-Subm) (version 04.0)	PCP, PS
8. Guidelines for completing the form for submission of bundled small-scale CDM project activities (F-CDM-SSC-BUNDLE) (version 01.1)	PS, VVS, PCP
9. General principles for bundling (EB21, annex 21)	PS
10. Guidelines on accounting of specified types of changes in A/R CDM project activities from the description in registered project design documents (version 01.0)	PS
11. Guidelines for completing the monitoring report form (CDM-MR) (version 01.0)	PS, VVS
12. Guidelines on completeness check of requests for registration (version 01.0)	VVS
13. Guidelines on completeness check of requests for issuance (version 01.0)	PCP
14. Registration - completeness check checklist	PCP
15. Registration - information and reporting checklist	PCP
16. Issuance - completeness check checklist	PCP

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17. Issuance - information and reporting checklist	PCP
Forms (5)	
18. Clean development mechanism project design document form (CDM-PDD) (version 03.0)	PS
19. Clean development mechanism project design document form (CDM-SSC-PDD) (version 03.0)	PS
20. Clean development mechanism project design document form for A/R CDM project activities” (CDM-AR-PDD) (version 05.0)	PS
21. Clean development mechanism project design document form for small-scale afforestation and reforestation project activities” (CDM-SSC-AR-PDD) (version 02.0)	PS
22. Modalities of communication form (F-CDM-MOC) (version 01.4)	PCP

**DRAFT****Appendix B: Documents to be developed**

Documents to be developed (6)	
1.	Guidelines for determining risk level, classifying submissions and updating classification system
2.	Request for approval or notification of post-registration changes form (F-CDM-PRCG)
3.	Component project activity inclusion review form (F-CDM-CPAR)
4.	Renewal of crediting period - completeness check checklist
5.	Renewal of crediting period - information and reporting checklist
6.	Renewal of crediting period review form (F-CDM-RRCP)

**Appendix C: Documents to be withdrawn**

Documents to be withdrawn (40)	Document(s) causing withdrawal
Standard or Manual (1)	
1. Clean development mechanism validation and verification manual (version 01.2)	PCP, PS, VVS
Procedures (18)	
2. Procedures for requesting post-registration changes to the start date of the crediting period (version 02.0)	PCP, PS, VVS
3. Procedures for modalities of communication between project participants and the Executive Board (version 01.0)	PCP, PS, VVS
4. Procedures for registration of a programme of activities as a single CDM project activity and issuance of certified emission reductions for a programme of activities (version 04.1)	PCP, PS, VVS
5. Procedures for processing and reporting on validation of CDM project activities (version 03.0)	PCP, VVS
6. Procedures for requests to the Executive Board for deviation from an approved methodology (version 01.0)	PCP, VVS
7. Procedures for approval of the application of multiple methodologies to a programme of activities (version 01.0)	PCP, VVS
8. Procedure for requests for registration of proposed CDM project activities (version .2.0)	PCP, VVS
9. Procedures for review of erroneous inclusion of a CPA (version 03.0)	PCP, VVS
10. Procedures for withdrawal of a request for registration (version 01.0)	PCP, VVS
11. Procedure for review of requests for registration (version 01.2)	PCP
12. Procedures for renewal of the crediting period of a registered CDM project activity (version 06.0)	PCP, PS, VVS
13. Making the monitoring report available to the public in accordance with § 62 of the modalities and procedures for the CDM (version 01.0)	PCP, VVS
14. Procedure for requests for issuance of CERs (version 01.2)	PCP, VVS
15. Procedures for withdrawal of a request for issuance of certified emission reductions (version 01.0)	PCP, VVS
16. Procedure for review of requests for issuance of CERs (version 01.3)	PCP
17. Procedures for notifying and requesting approval of changes from the project activity as described in the registered PDD (version 01.0)	PCP, PS, VVS
18. Procedures for revising monitoring plans in accordance with paragraph 57 of the modalities and procedures for the CDM (version 02.0)	PCP, PS, VVS
19. Procedures for requests for deviation prior to submitting request for issuance (version 01.0)	PCP, VVS

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Guidelines (10)	
20. Guidelines on the demonstration and assessment of prior consideration of the CDM (version 03.0)	PCP, PS, VVS
21. Guidance related to monitoring requirements (EB23, paragraph 24)	PS, VVS
22. Guidance related to project activity with more than one component (EB28, paragraph 57)	PS
23. Guidance on application of the definition of the project boundary to A/R CDM project activities (version 01.0)	PS, VVS
24. Guidance on A/R CDM project activities starting after 1 January 2000 (prompt start) (EB 21, paragraph 64)	PS
25. Guidance on programme of activities (PoA) (EB35, paragraph 15)	PS
26. Guidelines on assessment of different types of changes from the project activity as described in the registered PDD (version 01.0)	PS, VVS
27. Guidelines for assessing compliance with the calibration frequency requirements (version 01.0)	PS, VVS
28. Guidelines on the registration fee schedule for proposed project activities under the clean development mechanism (02.0)	PCP
29. Guidelines for requesting a review and making decisions and objections regarding review assessments (version 02.0)	PCP
Clarifications (9)	
30. Clarification on elements of a written approval (version 01.0)	PS
31. Clarifications on the consideration of national and/or sectoral policies and circumstances in baseline scenarios (version 02.0)	PS, VVS
32. Clarifications on the treatment of national and/or sectoral policies and regulations (paragraph 45 (e) of the CDM Modalities and Procedures) in determining a baseline scenario (version 01.0)	PS, VVS
33. Clarifications relating to bundling of small-scale CDM project activities (EB 20, paragraphs 60-62)	PS
34. Clarification on demonstration of the eligibility of land (applicable for both large- and small-scale A/R CDM project activities) (EB 38, paragraph 28)	PS
35. National and/or sectoral policies and circumstances in the baseline scenario for afforestation and reforestation project activities (EB23, annex 19)	PS
36. Clarification regarding the “Procedures for registration of a programme of activities as a single CDM project activity and issuance of certified emission reductions for a programme of activities (version 01.0)	PCP, PS, VVS
37. Clarifications on procedures and documentation which need to be used for the renewal of a crediting period (EB 20, annex 7)	PS
38. Additional clarifications to the validation requirements to be checked by a designated operational entity” (EB 11 annex 6)	VVS

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Forms (2)	
39. Form to submit request for revision of monitoring plan (F-CDM-REVMP) (version 01.0)	PCP
40. Form for submission of requests for deviation prior to submitting request for issuance (F-CDM-DEV-ISS) (version 01.0)	PCP