CCB & VCS Monitoring Report Template

This template is for the monitoring of projects that are validated under both the CCB Program and VCS Program. Projects only intending to complete CCB Program verification must use the *CCB Monitoring Report Template, v3.0*. Projects only intending to complete VCS Program verification must use the *VCS Monitoring Report Template, v4.3.*

Instructions for completing the monitoring report

**FILE NAME:** Use the following format for the file name of the completed document:

* For projects requesting CCB verification public comment period: CCB VCS MR ProjectID DRAFT DDMMMYYYY-DDMMMYYYY
* For projects requesting verification approval: CCB VCS MR ProjectID DDMMMYYYY-DDMMMYYYY

‘DDMMMYYYY-DDMMMYYYY’ should be the start and end dates of the monitoring period. If revised documents are submitted, add ‘\_round#\_track’ or ‘round#\_clean’ to indicate the review round (1-3) and if it is clean or track changes version.

**FILE TYPE:** Submit the document as a non-editable PDF.

**TITLE PAGE FORMATTING**: This document may feature the monitoring report title and preparer’s logo using size 24, regular (non-italic) Century Gothic font. Fill in and complete each row of the table using size 10.5, black, regular (non-italic) Arial or Franklin Gothic Book font.

**GENERAL FORMATTING:** Complete all sections using size 10.5, black, regular (non-italic) Arial or Franklin Gothic Book font.

**GENERAL INSTRUCTIONS:** Instructions for completing each section of this template can be found under each section heading in grey italicized text. Green text at the end of section headings is reference to the corresponding sections of the *VCS Standard, v4.5,* and the *Climate, Community & Biodiversity Standards, v3.1,* unless otherwise noted. These section reference headings must not be removed from the final version of the document.

This template must be completed in accordance with both programs, and the preparer will need to refer to the relevant CCB Program and VCS Program documents and the applied methodology to complete the template.

Note: The instructions in this template are intended to serve as a guide and do not necessarily represent an exhaustive list of the information the preparer must provide under each section.

Where a section is not applicable, explain why the section is not applicable (i.e., do not delete the section from the final document and do not only write “not applicable”). Delete all instructions, including this introductory text, from the final document.

MONITORING REPORT TITLE

Logo (optional)

|  |  |
| --- | --- |
| **Project title** | Name of project |
| **Project ID** | Verra Project ID |
| **Crediting period** | DD-Month-YYYY to DD-Month-YYYY |
| **Monitoring period** | DD Month YYYY – DD Month YYYY  Specify each if the CCB and VCS periods are different |
| **(CCB) GHG accounting period** | Indicate the time period over which changes in GHG emission reductions and/or carbon dioxide removals resulting from project activities are to be monitored  DD Month YYYY – DD Month YYYY; X-year total period |
| **Original date of issue** | DD-Month-YYYY is the date the monitoring report was completed following the completion of the audit |
| **Most recent date of issue** | DD-Month-YYYY is the date the monitoring report was most recently submitted |
| **Version** | Version number of this document |
| **VCS Standard version** | Version number of the VCS Standard used by the project |
| **CCB Standards version** | Version number of the CCB Standards used by the project |
| **Project location** | Country, sub-national jurisdiction(s) |
| **Project proponent(s)** | Organization and contact name with email address and phone number  Identify a primary contact if multiple project proponents exist |
| **Validation/verification body** | Organization and contact name with email address and phone number |
| **History of CCB Status** | Issuance date(s) of earlier validation statements, dates of previous attempts at verification, etc. |
| **Gold Level criteria** | List which Gold Level criteria are being used and provide a brief description of the activities implemented and results achieved that enable the project to qualify for each relevant Gold Level |
| **Prepared by** | Individual and organization that prepared this document |

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# Summary of Project Benefits

This section highlights some of this project’s important benefits. Section 1.1 (Unique Project Benefits) should be aligned with a project’s causal model and is specific to this project. Section 1.2 (Standardized Benefit Metrics) is the same quantifiable information for all CCB projects. This section does not replace the development of a project-specific causal model or the monitoring and reporting of all associated project-specific impacts (positive and negative) in Sections 2-5 of this document.

## Unique Project Benefits

Insert the brief summaries of two to five benefits of the project not captured by the standardized benefit metrics in [Section 1.2](#_Standardized_Benefit_Metrics_1) (these may be the same as those listed in Section 1.1 of the project description). For each outcome or impact, assess the net benefit the project has achieved during the monitoring period covered by this report and in the time since the beginning of the project lifetime (if this is the project’s first verification report, the two columns will be the same). Achievements included in the monitoring period column shall be substantiated in this document as denoted by the corresponding section reference.

Additional project benefits not anticipated in the project description or captured in [Section 1.2](#_Standardized_Benefit_Metrics_1) (Standardized Benefit Metrics), below, may be added, keeping in mind that these benefits may be reported on in subsequent monitoring reports.

|  |  |  |  |
| --- | --- | --- | --- |
| **Outcome or Impact** | **Achievements during the Monitoring Period** | **Section Reference** | **Achievements during the Project Lifetime** |
| 1) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |
| 4) |  |  |  |
| 5) |  |  |  |

## Standardized Benefit Metrics

For each metric, quantify the net benefit the project has achieved during the monitoring period covered by this report and since the project start date (if this is the project’s first verification report, the two columns will be the same). Insert “not applicable” where the metric does not apply and “data not available” where the metric does apply but there are no means of quantification. Data included in the monitoring period column shall be substantiated in this document as denoted by the corresponding section reference.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Category** | **Metric** | **Achievements during Monitoring Period** | **Section Reference** | | **Achievements during the Project Lifetime** |
| GHG emission reductions & removals | Net estimated emission removals in the project area, measured against the without-project scenario |  | |  |  |
| Net estimated emission reductions in the project area, measured against the without-project scenario |  | |  |  |
| Forest[[1]](#footnote-2) cover | For REDD[[2]](#footnote-3) projects: Number of hectares of reduced forest loss in the project area measured against the without-project scenario |  | |  |  |
| For ARR[[3]](#footnote-4) projects: Number of hectares of forest cover increased in the project area measured against the without-project scenario |  | |  |  |
| Improved land management | Number of hectares of existing production forest land in which IFM[[4]](#footnote-5) practices have occurred as a result of the project’s activities, measured against the without-project scenario |  | |  |  |
| Number of hectares of non-forest land in which improved land management has occurred as a result of the project’s activities, measured against the without-project scenario |  | |  |  |
| Training | Total number of community members who have improved skills and/or knowledge resulting from training provided as part of project activities |  | |  |  |
| Number of female community members who have improved skills and/or knowledge resulting from training provided as part of project activities of project activities |  | |  |  |
| Employment | Total number of people employed in of project activities,[[5]](#footnote-6) expressed as number of full-time employees[[6]](#footnote-7) |  | |  |  |
| Number of women employed in project activities, expressed as number of full-time employees |  | |  |  |
| Livelihoods | Total number of people with improved livelihoods[[7]](#footnote-8) or income generated as a result of project activities |  | |  |  |
| Number of women with improved livelihoods or income generated as a result of project activities |  | |  |  |
| Health | Total number of people for whom health services were improved as a result of project activities, measured against the without-project scenario |  | |  |  |
| Number of women for whom health services were improved as a result of project activities, measured against the without-project scenario |  | |  |  |
| Education | Total number of people for whom access to, or quality of, education was improved as a result of project activities, measured against the without-project scenario |  | |  |  |
| Number of women and girls for whom access to, or quality of, education was improved as a result of project activities, measured against the without-project scenario |  | |  |  |
| Water | Total number of people who experienced increased water quality and/or improved access to drinking water as a result of project activities, measured against the without-project scenario |  | |  |  |
| Number of women who experienced increased water quality and/or improved access to drinking water as a result of project activities, measured against the without-project scenario |  | |  |  |
| Well-being | Total number of community members whose well-being[[8]](#footnote-9) was improved as a result of project activities |  | |  |  |
| Number of women whose well-being was improved as a result of project activities |  | |  |  |
| Biodiversity conservation | Change in the number of hectares significantly better managed by the project for biodiversity conservation,[[9]](#footnote-10) measured against the without-project scenario |  | |  |  |
| Number of globally Critically Endangered or Endangered species[[10]](#footnote-11) benefiting from reduced threats as a result of project activities,[[11]](#footnote-12) measured against the without-project scenario |  | |  |  |

# Project details

## Summary Description of the Implementation Status of the Project

### Summary Description of the Project (VCS, 2.1, 3.6; CCB, G1.2)

Provide a summary description of the implementation status of the project, including the following (no more than one page):

* A summary description of the implementation status of the technologies/measures) included in the project, including relevant implementation dates.
* The total GHG emission reductions and carbon dioxide removals generated in the monitoring period.
* The project’s climate, community, and biodiversity objectives.

### Audit History (VCS, 4.1)

Using the table below, indicate the audit history of the project. This table should include all monitoring periods, including the period of this report.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Audit Type** | **Period** | **Program** | **VVB Name** | **Number of years** |
| Validation/ Verification | (DD-Month-YYYY -- DD-Month-YYYY) |  | VVB Name | One year |
|  | …. |  |  |  |

### Sectoral Scope and Project Type (VCS, 3.2)

Using the table below, state the Agriculture, forestry, and other land use (AFOLU) project category, and the project activity type applicable to the project.

|  |  |
| --- | --- |
| **Sectoral Scope** | 14: Agriculture, forestry, and other land use |
| **AFOLU Project Category** |  |
| **Project Activity Type** |  |

### Project Proponent (VCS, 3.7; CCB, G1.1)

Provide contact information for the project proponent(s). Copy and paste the table as needed.

|  |  |
| --- | --- |
| **Organization name** |  |
| **Contact person** |  |
| **Title** |  |
| **Address** |  |
| **Telephone** |  |
| **Email** | The email address domain must match that of the organization. |

### Other Entities Involved in the Project

Provide contact information and roles/responsibilities for any other entities involved in the development of the project. Copy and paste the table as needed.

|  |  |
| --- | --- |
| **Organization name** |  |
| **Role in the project** |  |
| **Contact person** |  |
| **Title** |  |
| **Address** |  |
| **Telephone** |  |
| **Email** | The email address domain must match that of the organization. |

### Project Start Date (VCS, 3.8)

|  |  |
| --- | --- |
| **Project start date** | DD-Month-YYYY |
| **Justification** | Justify how the project start date conforms with the VCS Program requirements |

### Benefits Assessment and Project Crediting Period (VCS, 3.9; CCB, G1.9)

|  |  |
| --- | --- |
| **Crediting Period** | State the selected crediting period and justify how it conforms with the VCS Program requirements |
| **Start Date of First or Fixed Crediting Period** | DD-Month-YYYY to DD-Month-YYYY |
| **Total Number of Years of Crediting Period** | Indicate the total number of years eligible for crediting. If crediting period is renewable, include years eligible for renewal (e.g., seven years, twice renewable = 21 years) |
| **CCB Benefits Assessment Period** | Indicate the time period over which changes in climate change adaptive capacity and resilience, biodiversity and community well-being resulting from project activities are monitored. |

### Project Location (VCS, 3.11; CCB, G1.3)

Indicate the project location and geographic boundaries including a separate KML file.

KML file has been provided

### Title and Reference of Methodology (VCS, 3.1)

Provide the title, reference, and version number of the following information for the methodology(ies), tools, and modules applied to the project (where applicable).

|  |  |  |  |
| --- | --- | --- | --- |
| **Type (methodology, tool, module)** | **Reference ID (if applicable)** | **Title** | **Version** |
| Example:  Methodology | Example:  VM0007 | Example:  VM0007 REDD+ Methodology Framework (REDD+MF), | Example:  6.0 |
| ... | ... | ... | ... |

### Double Counting and Participation under Other GHG Programs (VCS, 3.23; CCB, G5.9)

#### No Double Issuance

Is the project receiving or seeking credit for reductions and removals from a project activity under another GHG program, or any other form of community, social, or biodiversity unit or credit?

Yes  No

If yes, provide required evidence of no double issuance as outlined by the VCS Standard and the CCB Standard. Include all relevant information about the community, social, or biodiversity credit.

#### Registration in Other GHG Programs

Is the project registered or seeking registration under any other GHG programs?

Yes  No

If yes, provide the registration number and all relevant details. Specify how double counting is avoided.

#### Projects Rejected by Other GHG Programs

Has the project been rejected by any other GHG programs?

Yes  No

If yes, provide the program name(s), reason(s) and date for the rejection, justification of eligibility under the VCS Program, and any other relevant information.

### Double Claiming, Other Forms of Credit, and Scope 3 Emissions (VCS, 3.24)

#### No Double Claiming with Emissions Trading Programs or Binding Emission Limits

Are project reductions and removals or project activities also included in an emissions trading program or binding emission limit? See the VCS Program Definitions for definitions of emissions trading program and binding emission limit.

Yes  No

If yes, provide all required evidence of no double claiming as outlined by the VCS Standard.

#### No Double Claiming with Other Forms of Environmental Credit

Has the project activity sought, received, or is planning to receive credit from another GHG-related environmental credit system? See the VCS Program Definitions for definition of GHG-related environmental credit system.

Yes  No

If yes, provide all required evidence of no double claiming as outlined by the VCS Standard.

#### Supply Chain (Scope 3) Emissions

Do the project activities affect the emissions footprint of any product(s) (goods or services) that are part of a supply chain?

☐ Yes  No

If yes:

Is the project proponent(s) or authorized representative a buyer or seller of the product(s) (goods or services) that are part of a supply chain?

Yes  No

If yes:

Has the project proponent(s) or authorized representative posted a public statement on their website saying, “Carbon credits may be issued through Verified Carbon Standard project [project ID] for the greenhouse gas emission reductions or removals associated with [project proponent or authorized representative organization name(s)] [name of product(s) whose emissions footprint is changed by the project activities].”?

Yes  No

If yes to all:

Provide evidence of the public statement. Evidence must be provided in this section or in an appendix.

### Sustainable Development Contributions (VCS, 3.17)

Provide a brief description that includes the following (no more than 100 words):

* A summary description of project activities implemented during the monitoring period that result in SD contributions (i.e., technologies/measures implemented, activity location).
* An explanation of how project activities result in the SD contributions described in Table 1 of this report.
* Identification of which SD contributions described in Table 1 of this report contribute to achieving any nationally stated sustainable development priorities, including any provisions for monitoring and reporting these.
* Evidence of the project’s SD contributions shall be provided as appendices to this report.
* Activities implemented during previous monitoring periods shall not be described in this report. Where no activities were implemented during the monitoring period, state as such.

Using Table 1 below, provide the project’s quantifiable contributions to specific targets and indicators of the Sustainable Development Goals (SDGs) for the monitoring period. Use the official list of SDG Targets and Indicators (available [here](https://unstats.un.org/sdgs/indicators/indicators-list/)) to identify the SDG Targets to which the project has contributed. Evidence for each contribution shall be identified in accordance with Section 2.1.12.

Contributions should be aligned with the SDGs, as follows:

* Where possible, relate all contributions to official SDG targets and indicators. Refer to the SDG metadata repository (available [here](https://unstats.un.org/sdgs/metadata/)) for guidance on the definitions and concepts included in the SDG indicators (see the examples in rows 1 and 2 in the table below).
* While climate change and mitigation activities relate to SDG 13, they do not align with any SDG 13 target. For climate change mitigation impacts, write “13.0” in the SDG target column and use the indicator “Tonnes of greenhouse gas emissions avoided or removed” (see the example in row 3 in the table below).

Where a project’s self-defined measure for tracking a benefit does not align with an official SDG indicator, do not provide an indicator number. Instead, write a project-specific indicator that relates to the most appropriate SDG target (see the example in row 4 in the table below).

Document total project contributions since the project start date, previous SD contribution monitoring period, or VCS monitoring period in the “Current Project Contributions” column and the cumulative contributions over the project lifetime in the “Contributions Over the Project Lifetime” column in Table 1 below. The cumulative impact should be calculated by summing the current project contributions with all impacts included in previously approved VCS monitoring reports or Sustainable Development Contribution Reports.

Remove rows 1-4 of Table 1 below, which serve as instructions and examples. Add or remove other rows from the table as necessary.

Table 1: Sustainable Development Contributions

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Row number | SDG target | SDG indicator | Net impact on SDG indicator | Current project contributions | Contributions over project lifetime |
| Sequential row number | SDG Target number | Number and text of SDG indicator or, if no official SDG indicator is applicable, user-defined indicator | Indicate the project’s contribution to the SDG Indicator (implemented activities to increase or decrease) | Brief description of the quantifiable impact of the project’s activities related to the SDG indicator, during the monitoring period. | Brief description of the cumulative quantifiable impact of the project’s activities related to the SDG indicator, over the project lifetime. |
| 1) | 1.1 | 1.1.1 Proportion of population below the international poverty line | Implemented activities to decrease | No further changes this monitoring period | The project has increased the 65 participants’ total daily income from 1.20 USD/day to 2.57 USD/day, bringing them above the international poverty line |
| 2) | 3.2 | 3.3.3 Malaria incidence per 1,000 population | Implemented activities to decrease | Lowered the malaria incidence per 1,000 to 98 by distributing 200 additional bed nets and conducted malaria prevention workshops. | Lowered the malaria incidence per 1,000 from 157 to 98 |
| 3) | 13.0 | Tonnes of greenhouse gas emissions avoided or removed | Implemented activities to increase | By conserving 400 ha of tropical rainforest, Project X has prevented the release of 250 thousand tonnes of carbon into the atmosphere during the monitoring period | Prevented the release of 750 thousand tonnes of carbon into the atmosphere |
| 4) | 6.1 | Proportion of the rural population who have easy access to a safe water supply | Implemented activities to increase | Completed construction of 4 additional improved wells to provide potable water to 230 people | Provided at least 10 liters of potable water per day to 1,200 people, a 40% increase in the catchment area, over the project lifetime by constructing improved wells |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

## Project Implementation Status

### Implementation Schedule (VCS, 3.2; CCB, G1.9)

For all projects, describe the implementation status of the project activity(s), including information on the following:

* Where no new project activities have been implemented during the current monitoring period, demonstrate that previously implemented project activities continued to be implemented during the current monitoring period.
* Report any loss of carbon stock that occurred during the monitoring period. Provide the date of the loss(es), date of discovery(s), size (hectares impacted) and extent (tCO2e) of the loss. Specify whether the loss meets the definition of a loss event and/or reversal. In all cases, justify how the project meets VCS requirements related to loss events and reversals.

### Baseline Reassessment (VCS, 3.2.6, 3.2.7)

Did the project undergo baseline reassessment during the monitoring period?

Yes  No

If yes, provide a summary of the baseline reassessment applied during the monitoring period. Include a summary on the following:

* Details of the use and applicability of the latest approved version of the methodology or its replacement, where relevant.
* Sections in the project description that have been updated to reflect changes in the new baseline.
* Indicate whether the baseline scenario is still valid. If the previous baseline scenario is no longer valid, summarize the new baseline scenario as described in the updated project description.
* Describe the impact of new relevant national and/or sectoral policies and circumstances on the validity of the baseline scenario, where relevant.
* Include the percentage change between the revised baseline emissions provided in the updated project description and the previous baseline emissions.

### Methodology Deviations (VCS, 3.20)

Describe and justify any methodology deviations applied, including any previous deviations. Include evidence to demonstrate the following:

* The deviation does not negatively impact the conservativeness of the quantification of GHG emission reductions or carbon dioxide removals.
* The deviations relate only to the criteria and procedures for monitoring or measurement, and do not relate to any other part of the methodology.

### Minor Changes to Project Description (CCB Program Rules, 3.5.6)

Document any community or biodiversity changes to project design not requiring a project description deviation that occurred during the monitoring period compared with the validated project description. Include justification for the changes and demonstration that the changes are in conformance with the requirements of the Climate, Community & Biodiversity Standards criteria, and indicators.

### Project Description Deviations (VCS, 3.21; CCB Program Rules, 3.5.7 – 3.5.10)

Describe and justify any project description deviations applied during the monitoring period and any previous monitoring period (if applicable). Provide explanation of the following:

* Whether the deviation impacts the applicability of the methodology, the project additionality, or the appropriateness of the baseline scenario.
* Provide an explanation of the outcome of any deviations.

### Grouped Projects (VCS, 3.6; CCB, G1.13-G1.15, G4.1)

If not applicable, indicate so and delete instruction and headings for Sections 2.2.6.1 - 2.2.6.6 below this text.

#### New Project Areas and Communities (VCS, 3.6; CCB, G1.13)

Identify any new project area(s) and communities that have been included in the project since the last CCB and/or VCS validation or verification and explain the process of stakeholder identification and analysis (identified in the project description) that was used to identify these communities.

The New Project Areas and Stakeholders table ([see Appendix 1](#_Appendix_1:_New)) may be used if appropriate. Delete if not used.

#### Removed Project Areas and Communities (CCB, G1.13)

For grouped projects, if applicable, identify any project area(s) and communities that were included in project at last validation or verification but are no longer part of the project. Provide reason as to why the project area(s) and communities are no longer part of the project and what impacts the removal of the project area(s) and communities have on project implementation. If project area(s) were consistent justify how this exclusion conforms with relevant VCS requirements.

The New Project Areas and Stakeholders table ([see Appendix 1](#_Appendix_1:_New)) may be used if appropriate. Delete if not used.

#### Eligibility Criteria for Grouped Projects (VCS, 3.6.14; CCB, G1.14)

Demonstrate that the eligibility criteria and process for project expansion set out in the project description have been met by any new project areas and communities that have been included in the project since the last CCB and VCS validation or verification. With respect to eligibility criteria, ensure that each criterion is addressed separately.

The New Project Areas and Stakeholders table ([see Appendix 1](#_Appendix_1:_New)) may be used if appropriate. Delete if not used.

#### Risk Mitigation for Grouped Projects (VCS, 3.6; CCB, G1.15)

If applicable, describe any actions taken to mitigate risks that may result from adding project areas.

#### Project Zone Map (CCB, G1.13)

If necessary, update the project zone map to include:

* Location of communities to be added to the project at this verification.
* Boundaries of project area(s) to be added to the project at this verification.

#### Changes to Management (CCB, G4.1)

Describe any changes to the management structure, roles, and/or responsibilities that have resulted from new entities joining the project.

### Risks to the Project (CCB, G1.10)

Use the table below to identify and describe actions needed and implemented to mitigate likely natural and human-induced risks to the expected climate, community, and biodiversity benefits during this monitoring period.

|  |  |  |
| --- | --- | --- |
| **Identified Risk** | **Potential impact of risk on climate, community and/or biodiversity benefits** | **Actions needed and designed to mitigate the risk** |
|  |  |  |
|  |  |  |
|  |  |  |

### Benefit Permanence (CCB, G1.11)

Describe the measures needed and implemented since the last CCB validation or verification to maintain and enhance the climate, community, and biodiversity benefits beyond the project lifetime.

## Stakeholder Engagement & Safeguards

### Stakeholder Identification (VCS, 3.18, 3.19; CCB, G1.5)

*Where the stakeholder make up has changed since validation, or stakeholders were not identified at verification, describe the stakeholder identification process.*

### Stakeholder Access to Project Documents (VCS, 3.18, 3.19; CCB, G3.1)

Describe how full project documentation has been made accessible to communities and other stakeholders.

### Dissemination of Summary Project Documents (VCS, 3.18, 3.19; CCB, G3.1)

Describe how summary project documentation and summary information on monitoring results, has been actively disseminated to communities.

### Informational Meetings with Stakeholders (VCS, 3.18, 3.19; CCB, G3.1)

Describe informational meetings with communities and local stakeholders and how they have been publicized.

### Risks from the Project and No Net Harm (VCS, 3.18, 3.19)

Describe actions needed and implemented to mitigate likely natural and human-induced risks resulting from project activities during this monitoring period, including risks to stakeholder participation, working conditions, safety of women and girls, and safety of minority and marginalized groups including children.

The Project Risks Table ([see Appendix 2](#_Appendix_3:_Project)) may be used if appropriate. Delete the table in the Appendix if not used.

### Community Costs, Risks, and Benefits (CCB, G3.2)

Demonstrate how relevant and adequate information about potential costs, risks, and benefits to communities – identified using a participatory and transparent process – has been provided to communities in an understandable form and in a timely manner prior to any decision they may have been asked to make with respect to participation in the project.

### Information to Stakeholder on Verification Process (VCS, 3.18.6, 3.19; CCB, G3.3)

Describe how communities and other stakeholders were informed of the process for verification by an independent validation/verification body. Specifically, address:

* Activities and/or processes implemented.
* Communication methods used.

### Site Visit Information and Opportunities to Communicate with Auditor (VCS, 3.18.6, 3.19; CCB, G3.3)

Describe how communities and other stakeholders will be or have been informed of the validation/verification body’s site visit in a timely manner before the site visit occurs, and how direct and independent communication between communities and other stakeholders or their representatives and the validation/verification body will be or has been facilitated.

### Stakeholder Consultation (VCS, 3.18; CCB, G3.4)

Use the table below to describe the process for, and the outcomes from, ongoing communication with stakeholders conducted prior to verification. Include details on the following:

|  |  |
| --- | --- |
| **Ongoing consultation** | Describe how the project proponent took all appropriate measures to communicate and consult with stakeholders during the monitoring period in line with the validated plan for ongoing communication. |
| **Date(s) of stakeholder consultation** | DD-Month-YYYY |
| **Communication of monitored results** | Describe how the monitoring results were communicated and demonstrate that the results were provided in a timely manner. |
| **Consultation records** | Describe the process or methods used to document the outcomes of the stakeholder consultation. |
| **Stakeholder input** | Describe how due account was taken of all input received during the consultation. Include details on any updates to the project design or justify why updates were not necessary or appropriate. |

### Continued Consultation and Adaptive Management (VCS, 3.18; CCB, G3.4)

Describe how communication and consultation about the project has continued between the project proponent(s) and communities and other stakeholders. Explain the processes the project proponent has used to consider this input and how this communication and consultation has influenced the project through adaptive management.

Use the table below to provide a summary of all comments received as part of stakeholder consultation and any comments received outside of the public comment period. Include details on when the comments were received, and any updates to the project design or demonstrate insignificance or irrelevance of comments below:

|  |  |
| --- | --- |
| **Summary of comments received** | **Actions taken** |
| Provide a summary of each comment received in each row | Provide a summary of actions taken and any project design updates or justify why updates were not necessary or appropriate. |
| … | …. |

### Stakeholder Consultation Channels (CCB, G3.5)

Demonstrate that all consultations and participatory processes have been undertaken directly with communities and other stakeholders or through their legitimate representatives. Provide justification that adequate levels of information sharing have occurred.

### Stakeholder Participation in Decision-Making and Implementation (VCS, 3.18, 3.19; CCB, G3.6)

Describe the activities and/or processes implemented to enable the effective participation, as appropriate, of all communities. Demonstrate the culture- and gender-sensitivity of implementation of such actions.

### Anti-Discrimination Assurance (VCS, 3.19; CCB, G3.7)

Describe the activities and/or processes implemented to ensure that all entities involved in project design and implementation are not involved in or complicit in any form of discrimination (e.g., discrimination based on gender, race, religion, sexual orientation, or other habits) or sexual harassment with respect to the project. Demonstrate that no sexual harassment has or will occur as a result of project activities

### Grievances (VCS, 3.18.4; CCB, G3.8)

Use the table below to describe any grievances that were raised during the monitoring period and the steps the project proponent took to resolve the grievance including the resolution of the grievance. Repeat the rows as necessary. Where no grievances were raised, indicate this with N/A and demonstrate that the procedure is easily accessible to stakeholders for ongoing consultation.

|  |  |
| --- | --- |
| **Grievances received** | **Resolution and outcome** |
| Summarize the grievance raised during the monitoring period. | Describe the steps taken to resolve the grievance including the outcomes of the resolution. |
|  | … |

### Worker Training (VCS, 3.19; CCB, G3.9)

Describe activities and/or processes implemented to provide orientation and training for the project’s workers and a wide range of people from the communities. Identify how, once it is built, local capacity is not lost.

### Community Employment Opportunities (VCS, 3.19.13; CCB, G3.10)

Demonstrate that all people from the communities have been given an equal opportunity to fill all work positions (including management) if the job requirements are met. Demonstrate that equal opportunities have been or will be provided in the context of gender equity and equal pay for labor and work. Where relevant, describe the activities and/or processes implemented to ensure community members, including women and vulnerable and/or marginalized people, are given a fair chance to fill positions for which they can be trained.

### Occupational Safety Assessment (VCS, 3.19; CCB, G3.12)

Provide an assessment of substantial risks to worker safety that have arisen due to project implementation. Describe activities and/or processes implemented to inform workers of risks and how to minimize such risks. Show how risks have been minimized.

## Management Capacity

### Required Technical Skills (VCS, 3.19; CCB, G4.2)

Document the maintenance of the key technical skills required to implement the project successfully, including community engagement, biodiversity assessment and carbon measurement and monitoring skills.

### Management Team Experience (VCS, 3.19; CCB, G4.2)

Document the management team’s expertise and prior experience implementing land management and carbon projects at the scale of this project.

### Project Management Partnerships/Team Development (VCS, 3.19; CCB, G4.2)

Demonstrate how other organizations were partnered with to support the project if relevant experience was or is lacking. Provide evidence that gaps identified in the previous CCB validation or verification have been satisfactorily filled or include a recruitment strategy by which the management team plans to fill any remaining gaps.

### Financial Health of Implementing Organization(s) (CCB, G4.3)

Document the financial health of the implementing organization(s). For grouped projects, document the ability of the implementing organization(s) to provide adequate financial support to new project areas included in the project at this verification event.

### Avoidance of Corruption and Other Unethical Behavior (VCS, 3.19; CCB, G4.3)

Demonstrate that the project proponent and any other entities involved in the project implementation are not involved in or complicit in any form of corruption such as bribery, embezzlement, fraud, favoritism, cronyism, nepotism, extortion, and collusion. Describe any activities and/or processes implemented to be able to provide this assurance.

### Commercially Sensitive Information (VCS, 3.5.2-3.5.4; CCB Program Rules*,* 3.5.13 – 3.5.14)

Indicate whether any commercially sensitive information has been excluded from the public version of the monitoring report using Appendix 3, and briefly describe the items to which such information pertains. Provide justification for why the information is commercially sensitive and confirm that it is not otherwise publicly available.

Note - Information related to the determination of the baseline scenario, demonstration of additionality, and estimation and monitoring of GHG emission reductions and removals (including operational and capital expenditures) cannot be considered to be commercially sensitive and must be provided in the public versions of the project documents.

## Legal Status and Property Rights

### National and Local Laws (VCS, 3.1, 3.6. 3.7, 3.14, 3.18, 3.19; CCB, G5.6)

List any national and local laws and regulations in the host country that have gone into effect, changed, or been eliminated since the project’s last validation or verification that are relevant to the project activities. Provide assurance that the project is in compliance with all national and local laws and regulations in the host country that are relevant to the project activities and, where relevant, demonstrate how compliance is achieved.

### Relevant Laws and Regulations Related to Worker’s Rights (VCS, 3.18, 3.19; CCB, G3.11)

List all relevant laws and regulations covering worker’s rights in the host country and provide assurance that the project has met or exceeded each. Where relevant, demonstrate how compliance was achieved and describe activities and/or processes implemented to inform workers about their rights.

### Human Rights (VCS, 3.19)

Demonstrate how the project continues to recognize, respect, and promote the protection of the rights of IPs, LCs, and customary rights holders in line with applicable international human rights law, and the United Nations Declaration on the Rights of Indigenous Peoples and ILO Convention 169 on Indigenous and Tribal Peoples.

### Indigenous Peoples and Cultural Heritage (VCS, 3.18, 3.19)

Demonstrate that the project continues to preserve and protect cultural heritage as part of project activities.

### Recognition of Property Rights (VCS, 3.7, 3.18, 3.19; CCB, G5.1)

Using the table below, demonstrate that the property rights of IPs, LCs and customary rights holders are respected during the monitoring period. Describe any disputes that occurred.

|  |  |
| --- | --- |
| **Disputes over rights to territories and resources** | Describe any disputes over territories or resources that occurred during the monitoring period. Where no disputes occurred write N/A. |
| **Respect for property rights** | Describe the ongoing measures implemented to protect and preserve the property rights of stakeholders, IPs, LCs, and customary rights holders. |

### Benefit Sharing Mechanism (VCS, 3.18, 3.19)

Where the project impacts property rights as described in Section 2.5.5 above, use the table below to describe the benefit sharing that occurred during the monitoring period, in accordance with the validated agreement.

|  |  |
| --- | --- |
| **Summary of the benefit sharing plan** | Describe the benefit-sharing agreement. Where affected stakeholder groups wish to keep elements of the plan private, provide the full arrangement as a commercially sensitive document. If stakeholders renegotiated or opted out of the plan during the monitoring period describe any changes to the benefit sharing agreement. The project proponent shall demonstrate that the community wishes to keep this information private. |
| **Benefit sharing during the monitoring period** | Describe the implementation of the benefit sharing plan. |

### Free, Prior, and Informed Consent (VCS, 3.18, 3.19; CCB, G5.2)

Use the table below to describe the discussion of FPIC which took place as part of the stakeholder consultation during this monitoring period.

|  |  |
| --- | --- |
| **Consent** | Describe how consent was obtained from those concerned, including IPs, LCs, and customary rights holders, and a transparent agreement is reached. |
| **Outcome of FPIC** | Describe the outcome of the FPIC process, the transparent agreement, and the information disclosed prior to establishing a transparent agreement with those concerned, IPs, LCs, and customary rights holders. Provide assurance that the project has not encroached on land, relocated people without consent, and forced physical or economic displacement. |

### Property Right Protection (VCS, 3.18, 3.19; CCB, G5.3)

Demonstrate that project activities have not led to involuntary removal or relocation of property rights holders from their lands or territories and have not forced rights holders to relocate activities important to their culture or livelihood.

If any relocation of habitation or activities is undertaken within the terms of an agreement, demonstrate that the agreement was made with the free, prior, and informed consent of those concerned and includes provisions for just and fair compensation.

### Identification of Illegal Activity (VCS, 3.19, CCB, G5.4)

Identify any illegal activities that could affect the project’s impacts. Describe activities and/or processes implemented to reduce these activities so that project benefits are not derived from illegal activities. Demonstrate that project does not use victims of human trafficking, forced labor, and child labor.

### Ongoing Disputes (VCS, 3.18, 3.19; CCB, G5.5)

Demonstrate that no activity has been undertaken by the project that could prejudice the outcome of an unresolved dispute relevant to the project.

If applicable, describe activities and/or processes implemented to resolve conflicts or disputes.

# Climate

Note that Section 3 relates exclusively to data and parameters for monitoring GHG emission reductions and removals. No community or biodiversity parameter should be entered here with the exception of any relevant information for fulfilling the optional Gold Level criteria.

## Monitoring GHG Emission Reductions and Removals

### Data and Parameters Available at Validation (VCS, 3.16)

Complete the table below for all data and parameters that are determined or available at validation and remain fixed throughout the project crediting period (copy the table as necessary for each data unit/parameter). Data and parameters monitored during the operation of the project are included in Section 3.1.2 (Data and Parameters Monitored) below.

|  |  |
| --- | --- |
| **Data / Parameter** |  |
| **Data unit** | Indicate the unit of measure |
| **Description** | Provide a brief description of the data/parameter |
| **Source of data** | Indicate the source(s) of data |
| **Value applied** | Provide the value applied |
| **Justification of choice of data or description of measurement methods and procedures applied** | Justify the choice of data source, providing references where applicable. Where values are based on measurement, include a description of the measurement methods and procedures applied (e.g., what standards or protocols have been followed), indicate the responsible person/entity that undertook the measurement, the date of the measurement and the measurement results. More detailed information may be provided in an appendix. |
| **Purpose of data** | Indicate one of the following:   * Determination of baseline scenario (AFOLU projects only) * Calculation of baseline emissions * Calculation of project emissions * Calculation of leakage |
| **Comments** | Provide any additional comments |

### Data and Parameters Monitored (VCS, 3.16)

Complete the table below for all data and parameters monitored during the project crediting period (copy the table as necessary for each data unit/parameter). The values provided are used to quantify the reductions and removals for the project crediting period in Section 3.2 below.

|  |  |
| --- | --- |
| **Data / Parameter** |  |
| **Data unit** | Indicate the unit of measure |
| **Description** | Provide a brief description of the data/parameter |
| **Source of data** | Indicate the source(s) of data |
| **Description of measurement methods and procedures to be applied** | Specify the measurement methods and procedures, any standards or protocols to be followed, and the person/entity responsible for the measurement. Include any relevant information regarding the accuracy of the measurements (e.g., accuracy associated with meter equipment or laboratory tests). |
| **Frequency of monitoring/recording** | Specify measurement and recording frequency |
| **Value monitored** | Provide an estimated value for the data/parameter |
| **Monitoring equipment** | Identify equipment used to monitor the data/parameter including type, accuracy class, and serial number of equipment, as appropriate. |
| **QA/QC procedures to be applied** | Describe the quality assurance and quality control (QA/QC) procedures to be applied, including the calibration procedures where applicable. |
| **Purpose of the data** | Indicate one of the following:   * Calculation of baseline emissions * Calculation of project emissions * Calculation of leakage |
| **Calculation method** | Where relevant, provide the calculation method, including any equations, used to establish the data/parameter. |
| **Comments** | Provide any additional comments |

### Monitoring Plan (VCS, 3.16, 3.20)

Describe the process and schedule followed during this monitoring period for obtaining, compiling, and analyzing the monitored data and parameters set out in [Section 3.1.2](#_Data_and_Parameters) (Data and Parameters Monitored) above during this monitoring period, including details on the following:

Include details on the following:

* The methods used for measuring, recording, storing, aggregating, collating, and reporting on monitored data and parameters. Where relevant, include the processes used for calibrating monitoring equipment.
* The organizational structure, responsibilities and competencies of the personnel that carried out the monitoring activities.
* The processes used for handling any internal auditing performed and any non-conformities identified.
* The implementation of sampling approaches, including target precision levels, sample sizes, sample site locations, stratification, frequency of measurement and QA/QC procedures. Where applicable, demonstrate whether the required confidence level or precision has been met.

Where appropriate, include line diagrams to display the GHG data collection and management system.

### Dissemination of Monitoring Plan and Results (VCS, 3.18; CCB, CL4.2)

Describe how any results of monitoring undertaken in accordance with the monitoring plan, have been disseminated and made publicly available on the internet. Describe the means by which summaries (at least) of the results have been communicated to the communities and other stakeholders.

## Quantification of GHG Emission Reductions and Removals

### Baseline Emissions (VCS, 3.15)

Quantify the baseline emissions and/or carbon stock changes for the monitoring period in accordance with the applied methodology. Baseline emissions may be negative where carbon stock increases (sinks) exceed baseline emissions. Specify the reductions and removals separately where the applied methodology provides procedures and equations to do so. Include all relevant equations here and provide sufficient information to allow the reader to reproduce the calculation. Include all calculations in the emission reduction and removal calculation spreadsheet.

### Project Emissions (VCS, 3.15)

Quantify project emissions and/or carbon stock changes for the monitoring period in accordance with the applied methodology. Project emissions may be negative where carbon stock increases (sinks) exceed project emissions. Specify the reductions and removals separately where the applied methodology provides procedures and equations to do so. Include all relevant equations here and provide sufficient information to allow the reader to reproduce the calculation. Include all calculations in the emission reduction and removal calculation spreadsheet.

### Leakage Emissions (VCS, 2.5, 3.2, 3.6, 3.15, 4.3)

Quantify leakage emissions for the monitoring period in accordance with the applied methodology. Specify the reductions and removals separately where the applied methodology provides procedures and equations to do so. Include all relevant equations here and provide sufficient information to allow the reader to reproduce the calculation. Include all calculations in the emission reduction and removal calculation spreadsheet.

### GHG Emission Reductions and Carbon Dioxide Removals (VCS, 3.15, 4.1)

Quantify the GHG emission reductions (reductions) and carbon dioxide removals (removals) for the monitoring period. Include all relevant equations.

Complete the tables below by vintage period (calendar year). Note that the baseline or project emissions subtotals may be negative where sinks exceed emissions. Only specify the estimated VCUs for reductions and removals separately where the applied methodology provides procedures and equations to do so.

i) Provide the requested information using the table below:

|  |  |
| --- | --- |
| **State the non-permanence risk rating (%)** |  |
| **Has the non-permanence risk report been attached as either an appendix or a separate document?** | Yes  No |
| **For ARR and IFM projects with harvesting, state, in tCO2e, the Long-term Average (LTA).** |  |
| **Has the LTA been updated based on monitored data, if applicable?** | Yes  No  If no, provide justification. |
| **State, in tCO2e, the expected total GHG benefit to date.** |  |
| **If a loss occurred (including a loss event or reversal), state the amount of tCO2e lost:** |  |

ii) Complete the table below for the project crediting period. Note that the buffer pool allocation is split proportionally between the reductions and removals. (For example, if a project achieves 20,000 tCO2e removals and 80,000 tCO2e reductions and has a buffer contribution of 20%, or 20,000, the removal VCUs would be 16,000 and reduction VCUs would be 64,000).

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Vintage period** | **Baseline emissions (tCO2e)** | **Project emissions (tCO2e)** | **Leakage emissions (tCO2e)** | **Buffer pool allocation (tCO2e)** | **Reductions VCUs (tCO2e)** | **Removals VCUs (tCO2e)** |
| DD-MMM-YYYY to 31-Dec-YYYY | Example:  50,000 | Example:  20,000 | Example:  10,000 | Example:  4,000 | Example:  8,000 | Example:  8,000 |
| 01-Jan-YYYY to 31-Dec-YYYY |  |  |  |  |  |  |
| 01-Jan-YYYY to DD-MMM-YYYY |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |

For all projects, state the estimated ex-ante GHG emission reductions and carbon dioxide removals and the achieved reductions and removals for the monitoring period. Report the percentage difference and explain any difference. The quantities of reductions and removals are the total quantities before any deductions for buffer credits.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Vintage period** | **Ex-ante estimated reductions/ removals** | **Achieved reductions/ removals** | **Percent difference** | **Explanation for the difference** |
| DD-MMM-YYYY to 31-Dec-YYYY |  |  |  |  |
| 01-Jan-YYYY to 31-Dec-YYYY |  |  |  |  |
| … |  |  |  |  |
| 01-Jan-YYYY to DD-MMM-YYYY |  |  |  |  |
| Total |  |  |  |  |

## Optional Criterion: Climate Change Adaptation Benefits

This section (3.3) should be completed for projects validated at the Gold Level for climate change adaption benefits. If not applicable, state so and leave this section blank.

### Activities and/or processes implemented for Adaptation (CCB, GL1.3)

Based on the project’s validated causal model, describe activities and/or processes implemented to assist communities and/or biodiversity to adapt to the probable impacts of climate change.

# Community

## Net Positive Community Impacts

### Community Impacts (CCB, CM2.1)

Complete the table below to describe all the impacts on each community group resulting from project activities under the with-project scenario. Impacts must include all those identified in the project description and any other unplanned impacts. Explain and justify key assumptions, rationale, and methodological choices. Explain how the affected groups have participated in the evaluation of impacts. Provide all relevant references. Copy and paste the table as needed.

|  |  |
| --- | --- |
| **Community group** | Identify group |
| **Impact** | Identify impact |
| **Type of benefit/cost/risk** | Describe whether the impact is predicted or actual, direct, or indirect, and whether it is a benefit, cost, or risk |
| **Change in well-being** | Describe type and magnitude of impact |

### Negative Community Impact Mitigation (VCS, 3.19; CCB, CM2.2)

Describe activities and/or processes implemented to mitigate any negative well-being impacts on community groups such as pollutants (air, noise, discharges to water, generation of waste, release of hazardous materials), and the safety of women, girls, children, and other marginalized groups and for maintenance or enhancement of high conservation value (HCV) attributes identified in the project description. Explain how such actions are consistent with the precautionary principle.

### Net Positive Community Well-Being (VCS 3.19; CCB, CM2.3, GL1.4)

Demonstrate that the net well-being impacts of the project are positive for all identified community groups compared with their well-being conditions under the without-project land use scenario.

Projects validated at the Gold Level for climate change adaptation benefits: demonstrate how the project activities have assisted communities to adapt to the probable impacts of climate change.

### Protection of High Conservation Values (CCB, CM2.4)

Demonstrate that none of the HCVs related to community well-being in the project zone identified in the project description are negatively affected by the project.

## Other Stakeholder Impacts

### Mitigation of Negative Impacts on Other Stakeholders (VCS, 3.18, 3.19; CCB, CM3.2)

Describe the activities and/or processes implemented to mitigate the negative impacts on the well-being of other stakeholders.

### Net Impacts on Other Stakeholders (VCS, 3.18, 3.19; CCB, CM3.3)

Demonstrate that the project activities have not resulted in net negative impacts on the well-being of other stakeholders.

## Community Impact Monitoring

### Community Monitoring Plan (CCB, CM4.1, CM4.2, GL1.4, GL2.2, GL2.3, GL2.5)

Present the results of the community impact monitoring which should include:

* All communities, community groups, other stakeholders, and HCVs related to community well-being identified in the monitoring plan.
* Dates, frequency, sampling methods used, and other information regarding the monitoring process.
* Results and evaluation of monitoring, including evaluations by the affected communities.

For projects validated to the Gold Level for exceptional community benefits, include all additional monitored data to demonstrate the project meets all required criteria.

### Monitoring Plan Dissemination (CCB, CM4.3)

Describe how any results of monitoring undertaken in accordance with the monitoring plan have been disseminated and made publicly available on the internet. Describe the means by which summaries (at least) of the monitoring results have been communicated to the communities and other stakeholders.

## Optional Criterion: Exceptional Community Benefits

This section (4.4) should be completed for projects validated at the Gold Level for exceptional community benefits. If not applicable, state so and leave this section blank.

### Short-term and Long-term Community Benefits (CCB, GL2.2)

Demonstrate that the project has or is on track to generate short-term and long-term net positive well-being benefits for smallholders/community members.

### Marginalized and/or Vulnerable Community Groups (CCB, GL2.4)

Use the table below to identify each of the marginalized and/or vulnerable community groups that the project is engaging with and how the communities have or are on track to gain net positive benefits. Copy and paste the table as needed.

|  |  |
| --- | --- |
| Community Group | Identify the community group |
| Net positive impacts | Demonstrate that the project activities have or are on track to generate net positive impacts on the well-being of all identified marginalized and/or vulnerable community groups. |
| Benefit access | Demonstrate that any barriers or risks that might prevent benefits going to marginalized and/or vulnerable smallholder/community members have been addressed. |
| Negative impacts | Demonstrate which measures have been taken to identify any marginalized and/or vulnerable smallholders/community members, whose well-being may be negatively affected by the project, and that actions have been taken to avoid, or when unavoidable to mitigate, any such impacts. |

### Net Impacts on Women (CCB, GL2.5)

Demonstrate that the project has generated net positive impacts on the well-being of women and that women participated in or influenced decision making.

### Benefit Sharing Mechanisms (CCB, GL2.6)

Describe the implementation of the benefit sharing mechanisms described in the project description. Where benefit sharing is already described in Section 2.5.6 above, indicate so here and leave the rest of this section blank.

### Governance and Implementation Structures (CCB, GL2.8)

Describe how the project’s governance and implementation structures have enabled full and effective participation of smallholders/community members in project decision-making and implementation.

### Smallholders/Community Members Capacity Development (CCB, GL2.9)

Demonstrate how the project has developed the capacity of smallholders/community members, and relevant local organizations or institutions, to participate effectively and actively in project design, implementation, and management.

# Biodiversity

## Net Positive Biodiversity Impacts

### Biodiversity Changes (VCS, 3.19; CCB, B2.1)

Complete the table below to describe all the changes in biodiversity resulting from project activities under the with-project scenario in the project zone during this monitoring period. Impacts must include all those identified in the project description and any other unplanned impacts. Explain and justify key assumptions, rationale, and methodological choices. Provide all relevant references. Copy and paste the table as needed.

|  |  |
| --- | --- |
| Change in Biodiversity | Identify biodiversity component that changed |
| Monitored Change | Identify predicted and actual, positive and negative, direct or indirect changes that have occurred as the result of project activities that have resulted in quantitative or qualitative changes. |
| Justification of Change | Describe the factors contributing to the change and methods and assumptions used to estimate or document the change. |

### Mitigation Actions (VCS, 3.19; CCB, B2.3)

Describe activities and/or processes implemented to mitigate negative impacts on biodiversity and any measures taken for maintenance or enhancement of the HCV attributes. Explain how such actions are consistent with the precautionary principle.

### Net Positive Biodiversity Impacts (CCB, B2.2, GL1.4)

Demonstrate that the project’s net impacts on biodiversity in the project zone are positive compared with conditions under the without-project land use scenario.

For projects validated at the Gold Level for climate change adaptation benefits: demonstrate how the project activities assist biodiversity to adapt to the probable impacts of climate change.

Where the project is located in or adjacent to habitats for rare, threatened, or endangered species, list such species and habitats in the table below and provide evidence that the project has not adversely impacted these areas during the monitoring period. Add rows as needed.

|  |  |
| --- | --- |
| **Species and habitat** | Demonstrate that the project will not adversely impact habitats for rare, threatened, or endangered species. |
| **…** | … |

### High Conservation Values Protected (CCB, B2.4)

Demonstrate that no HCVs related to biodiversity in the project zone have been negatively affected by the project.

### Species Used (VCS, 3.19; CCB, B2.5, 2.6)

Using the table below, list all species used by the project. Demonstrate that no known invasive species will be introduced into any area affected by the project, and include the classification of species introduced, denoting which species are native or non-native. Include the justification that the usage of any non-native species is appropriate.

|  |  |  |  |
| --- | --- | --- | --- |
| **Species introduced** | **Classification** | **Justification for use** | **Adverse effects and mitigation** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

### Invasive Species (VCS, 3.19; CCB, B2.5)

Where invasive species exist in the project area, list such species in the table below and demonstrate that the project activity will not allow the species to thrive.

|  |  |
| --- | --- |
| **Existing invasive species** | **Mitigation measures to prevent spread or continued existence of invasive species** |
|  |  |
|  |  |
|  |  |

### GMO Exclusion (CCB, B2.7)

Guarantee that no GMOs have been used to generate GHG emissions reductions or removals.

### Inputs Justification (VCS, 3.19; CCB, B2.8)

Complete the table below to describe the use of any fertilizers, chemical pesticides, biological control agents and other inputs used for the project. Copy and paste as needed.

|  |  |
| --- | --- |
| Name | Identify input |
| Justification of Use | Justify use |
| Adverse Effect | Describe the potential and realized adverse effects on the region’s environment and/or communities |

## Offsite Biodiversity Impacts

### Negative Offsite Biodiversity Impacts (CCB, B3.1) and Mitigation Actions (CCB, B3.2)

Complete the table below to describe any negative impacts on biodiversity outside of the project zone resulting from project activities. Add rows as needed.

|  |  |
| --- | --- |
| Negative Offsite Impact | Mitigation Measure(s) |
| Identify the negative impact on biodiversity. | Describe the actions taken to mitigate negative impact. |
|  |  |
|  |  |

### Net Offsite Biodiversity Benefits (VCS, 3.19; CCB, B3.3)

Describe the evaluation of unmitigated negative impacts on biodiversity outside the project zone and compare them with the project’s biodiversity benefits within the project zone. Justify and demonstrate that the net effect of the project on biodiversity is positive.

## Biodiversity Impact Monitoring

### Biodiversity Monitoring Plan (CCB, B4.1, B4.2, GL1.4, GL3.4)

Present the results of the biodiversity impact monitoring, which should include:

* All biodiversity variables identified in the monitoring plan.
* Dates, frequency, locations, sampling methods used, and other information concerning the monitoring process.
* Results and evaluation of monitoring.

For projects validated to the Gold Level for exceptional biodiversity benefits, include all additional monitored data to demonstrate the project meets all required criteria.

### Biodiversity Monitoring Plan Dissemination (CCB, B4.3)

Describe how any results of monitoring undertaken in accordance with the monitoring plan have been disseminated and made publicly available on the internet. Describe the means through which summaries (at least) of the monitoring results have been communicated to the communities and other stakeholders.

## Optional Criterion: Exceptional Biodiversity Benefits

This section (5.4) should be completed for projects validated at the Gold Level for exceptional biodiversity benefits. If not applicable, state so and leave this section blank.

### Trigger Species Population Trends (CCB, GL3.2, GL3.3)

Complete the table below to describe population trends of each trigger species and actions taken to maintain or enhance the population status of each species in the project zone. Copy and paste the table as needed.

|  |  |
| --- | --- |
| Trigger Species | Identify species |
| With-project Scenario | Describe actions taken (referring to those set out in the project description) to maintain or enhance the population status of each trigger species in the project zone and to reduce the threats to them. If possible, describe changes in population status and/or threats during the monitoring period and since the start of the project. |

# Appendix 1: New Project Areas and Stakeholders

Use this appendix, if necessary, to identify new project areas and stakeholders and fulfill the requirements of [Sections 2.2.6](#_Grouped_Projects) above. Modify the table, if necessary, to suit the project activities, or delete if not used.

|  |  |  |  |
| --- | --- | --- | --- |
| **Stakeholder** | **Rights, interest, and overall relevance to the project** | **Demonstrate how they meet the eligibility criteria (G1.14)** | **Demonstrate how their inclusion does not violate the scalability limits (G1.15)** |
| Identify communities and any community groups within them, any cross-cutting community groups, and list other stakeholders |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Appendix 2: Project Risks Table

Use this appendix, if necessary, to identify project risks and fulfill the requirements of Section 2.3.5 above. Modify the table, if necessary, to suit the project activities, or delete if not used.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Identified risk(s)** | **Potential impact of risk on stakeholders, ecosystem health, and biodiversity** | **Mitigation or preventative measure(s) taken** |
| Impacts on biodiversity and ecosystems |  |  |  |
| Soil degradation and soil erosion |  |  |  |
| Water consumption and stress |  |  |  |
| ….. |  |  |  |
| [Additional risk identified] |  |  |  |
| …… |  |  |  |

# Appendix 3: Commercially Sensitive Information

Use the table below to describe the commercially sensitive information included in the monitoring report to be excluded in the public version.

|  |  |  |
| --- | --- | --- |
| **Section** | **Information** | **Justification** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# APPENDIX X: <title of appendix>

Use appendices for supporting information. Delete this appendix (title and instructions) where no appendix is required.

1. Land with woody vegetation that meets an internationally accepted definition (e.g., UNFCCC, FAO, or IPCC) of what constitutes a forest, which includes threshold parameters, such as minimum forest area, tree height and level of crown cover, and may include mature, secondary, degraded and wetland forests (*VCS Program Definitions*) [↑](#footnote-ref-2)
2. Reduced emissions from deforestation and forest degradation (REDD) – Activities that reduce GHG emissions by slowing or stopping conversion of forests to non-forest land and/or reduce the degradation of forest land where forest biomass is lost (*VCS Program Definitions*) [↑](#footnote-ref-3)
3. Afforestation, reforestation and revegetation (ARR) – Activities that increase carbon stocks in woody biomass (and in some cases soils) by establishing, increasing and/or restoring vegetative cover through the planting, sowing and/or human-assisted natural regeneration of woody vegetation (*VCS Program Definitions*) [↑](#footnote-ref-4)
4. Improved forest management (IFM) – Activities that change forest management practices and increase carbon stock on forest lands managed for wood products such as saw timber, pulpwood, and fuelwood (*VCS Program Definitions*) [↑](#footnote-ref-5)
5. Employed in project activities means people directly working on project activities in return for compensation (financial or otherwise), including employees, contracted workers, sub-contracted workers, and community members that are paid to carry out project-related work. [↑](#footnote-ref-6)
6. Full time equivalency is calculated as the total number of hours worked (by full-time, part-time, temporary and/or seasonal staff) divided by the average number of hours worked in full-time jobs within the country, region, or economic territory (adapted from UN System of National Accounts (1993) paragraphs 17.14[15.102]; [17.28]) [↑](#footnote-ref-7)
7. Livelihoods are the capabilities, assets (including material and social resources) and activities required for a means of living (Krantz, Lasse, 2001. *The Sustainable Livelihood Approach to Poverty Reduction*. SIDA). Livelihood benefits may include benefits reported in the Employment metrics of this table. [↑](#footnote-ref-8)
8. Well-being is people’s experience of the quality of their lives. Well-being benefits may include benefits reported in other metrics of this table (e.g. Training, Employment, Health, Education, Water, etc.), but could also include other benefits such as empowerment of community groups, strengthened legal rights to resources, conservation of access to areas of cultural significance, etc. [↑](#footnote-ref-9)
9. Biodiversity conservation in this context means areas where specific management measures are being implemented as a part of project activities with an objective of enhancing biodiversity conservation. [↑](#footnote-ref-10)
10. Per IUCN’s Red List of Threatened Species [↑](#footnote-ref-11)
11. In the absence of direct population or occupancy measures, measurement of reduced threats may be used as evidence of benefit [↑](#footnote-ref-12)