*CCB & VCS Verification Report Template*

*This template is for the verification of projects that are both validated to the third edition of the* Climate, Community & Biodiversity Standards *and using the VCS Program. Validation/verification bodies auditing projects that were not validated to the third edition of the* Climate, Community & Biodiversity Standards *must use the template for the edition to which the project is validated. Validation/verification bodies auditing projects that aim to achieve verification only to one of the two standards must use the verification report template specific to that standard (i.e., the* CCB Verification Report Template *or the* VCS Verification Report Template*).*

*Instructions for completing the verification report:*

*TITLE PAGE: All items in the boxes on this title page must be completed using Arial 10pt, black, regular (non-italic) font. All boxes must appear in the final document. Reports may also feature the title and preparers’ name, logo and contact information more prominently on the title page, using Arial 24pt font for title and Arial 11pt, black font for all other information.*

*VERIFICATION REPORT: Instructions for completing the* CCB & VCS Verification Report Template *can be found under each section heading in grey or blue italicized text. Grey text represents guidance for reporting on the general, climate, community and biodiversity components of project implementation and monitoring that must follow CCB and VCS Program rules and requirements. Blue text represents guidance for the carbon component of project monitoring that must follow VCS Program project-level requirements and the applied methodology. Green text at the end of section headings is reference to specific sections of CCB Program documents from which the template heading corresponds and must not be removed from the document; unless otherwise noted, the references correspond to sections of the* Climate, Community & Biodiversity Standards*. References that begin with ‘Rules’ correspond to sections of the* CCB Program Rules*.*

*This template must be completed in accordance with both standards, and the preparer will need to refer to the relevant CCB and VCS Program documents and the methodology in order to complete the template. It is also expected that relevant guidance, as it relates to the project and methodology, is followed. Note that 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 of the template.*

*Where the validation/verification body has also, at the time of this verification, undertaken a gap validation of a project that is participating in an approved GHG program, or has validated a methodology deviation, project description deviation, minor change to project description, or inclusion of new project activity instances into a grouped project, the validation sections of this template must be completed. Furthermore, the validation process must be described in the relevant sections of this template.*

*All sections must be completed using Arial 10pt, black, regular (non-italic) font, unless deviations are merited. Where a section is not applicable, same must be stated under the section (the section must not be deleted from the final document).*

*All instructions, including this introductory text, must be deleted from the final document.*

VERIFICATION REPORT TITLE

Logo (optional)

Document Prepared By (individual or entity)

Contact Information (optional)

|  |  |
| --- | --- |
| **Project Title** | *Name of project* |
| **Version** | *Version number of this verification report* |
| **Report ID** | *Identification number of this verification report* |

|  |  |
| --- | --- |
| **Report Title** | *Title of this verification report* |
| **Client** | *Client for whom the report was prepared* |
| **Pages** | *Number of pages of this report* |
| **Date of Issue** | *DD-Month-YYYY report issued* |
| **Prepared By** | *Validation/verification body that prepared this report* |
| **Contact** | *Physical address, telephone, email, website* |
| **Approved By** | *Individual at the validation/verification body who approved this verification report* |
| **Work Carried Out By** | *Individuals who conducted this verification* |

|  |
| --- |
| **Summary** |
| *Provide a brief summary of the following:*   * *A brief description of the verification and the project.* * *The purpose and scope of verification.* * *The monitoring period.* * *The method and criteria used for verification.* * *The number of findings raised during verification.* * *Any uncertainties associated with the verification.* * *Summary of the verification conclusion.* |

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# Introduction

## Objective

Explain the purpose of the verification.

## Scope and Criteria

Describe the scope and criteria of the verification.

## Level of Assurance

Indicate the level of assurance of the verification.

## Summary Description of the Project

Provide a summary description of the project (no more than one page).

# Verification Process

Use this section to describe the verification process. Where validation activities have also been performed as part of the verification (e.g., validation of a project description deviation or inclusion of new project activity instances into a grouped project), also include details relevant to the validation process.

## Audit Team Composition (*Rules* 4.3.1)

Demonstrate that the team conducting the audit includes expertise in the following areas:

* Proficiency in a relevant local or regional language for the project location.
* Relevant agriculture, forestry and/or other land use experience in the project country or region.
* Relevant social and cultural expertise.
* Relevant ecological and biodiversity expertise.

## Method and Criteria

Describe the method and criteria, including the sampling plan, used for undertaking the verification. Where sampling plans are used as a part of the verification, include a description of the sampling approach, important assumptions and justification of the chosen approach.

## Document Review

Describe how the verification was performed as an audit where the project description, monitoring report and any supporting documents were reviewed, crosschecked and compared with identified and stated requirements.

## Interviews

Describe the interview process and identify personnel, including their roles, who were interviewed and/or provided information additional to that provided in the project description, monitoring report and any supporting documents.

## Site Inspections

Describe the methods and objectives for any on-site inspections performed. Include in the description details of all project activity locations visited, the physical and organizational aspects of the project inspected and the dates when such site inspections took place.

## Resolution of Findings

Describe the process for the resolution of any findings (corrective actions and clarifications or other findings) raised by the verification team during the verification and, where applicable, outstanding forward action requests from the validation or previous verifications.

State the total number of corrective action requests, clarification requests and forward action requests and other findings raised during the verification.

Provide a summary of each finding, including the issues raised, the response(s) provided by the project proponent, and the final conclusion and any resulting changes to project documents. *Unless this fits on one page, put all findings in an appendix*.

### Forward Action Requests

Provide details of any outstanding forward action requests raised during the verification, for the benefit of subsequent project audits.

## Eligibility for Validation Activities

Where the validation/verification body has undertaken validation activities as part of the verification and does not hold accreditation for validation for the relevant sectoral scope, provide evidence that the eligibility requirements set out in the VCS Program Guide are met. Include the name and reference numbers of five registered projects the validation/verification body has validated under the VCS Program or an approved GHG program.

# Validation Findings

Use this section to provide details of all validation activities that took place during the verification, such as gap validation, validation of methodology deviations and project description deviations, and the inclusion of new project activity instances into grouped projects.

## Participation under Other GHG Programs

For projects seeking registration under the VCS Program and an approved GHG program (e.g., CDM) provide a gap validation, including the following:

* The name of the approved GHG program, and registration number and details of the project.
* A description of the steps taken to assess whether the project is eligible to participate under the VCS Program.
* A conclusion with respect to each of the relevant sections of the (additional/gap) project description provided by the project proponent.

Provide an overall conclusion regarding whether the project is eligible to participate under the VCS Program.

## Methodology Deviations

Identify any methodology deviations applied to the project and describe the steps taken to validate each deviation. Include information with respect to how the following has been assessed:

* Whether the deviation meets with the criteria and specifications for permitted methodology deviations.
* Whether the deviation does not negatively impact the conservativeness of the quantification of GHG emission reductions or removals (except where they result in increased accuracy).

Provide an overall conclusion regarding whether any methodology deviations applied to the project are valid.

## Project Description Deviations (*Rules* 3.5.7 – 3.5.10)

Identify any project description deviations applied to the project and describe the steps taken to validate each deviation. Assess whether the proposed deviation impacts any of the following, documenting the assessment of each separately:

* The applicability of the methodology.
* Additionality.
* The appropriateness of the baseline/without-project scenario.

Provide an assessment of whether each deviation is appropriately described and justified, and whether the project remains in compliance with the CCB Version 3 and VCS rules.

Provide an overall conclusion regarding whether each project description deviation is valid.

## Minor Changes to Project Description (*Rules* 3.5.6)

Identify any minor changes applied to the community and biodiversity elements of the project design. Describe the steps taken to assess whether the change is justified as a minor change, or whether it should be considered a project description deviation.

Provide an assessment as to whether minor changes are appropriately described and justified, and whether the project remains in compliance with the project’s validated design.

## Grouped Project (G1.13 – G1.15, G4.1)

Describe the steps taken to validate the inclusion of new project areas and communities into the (grouped) project, including the following:

* The number of new project activity instances added to the project in this verification period.
* Updates to the project zone map to include locations of the new project areas and communities.
* Conformance of the new project areas and communities with the stakeholder identification and analysis process set out in the project description.
* Conformance of the new project activity instances, project areas and communities with the eligibility criteria set out in the project description.
* Conformance of the new project areas and communities with the scalability limits set out in the project description.
* Actions taken to mitigate risks that may result from adding project areas and communities.
* Changes to the project’s governance structures, and any changes to roles and responsibilities that may result from the addition of new project areas or communities.
* Sampling process for validation of new project activity instances, project areas and communities.
* Quality and completeness of evidence, data and documentation relating to the new project activity instances, areas and communities.

Provide an overall conclusion regarding whether the inclusion of the new project activity instances, areas and communities are valid.

# Verification Findings

## Public Comments (*Rules* 4.6)

Summarize any public comments submitted during the public comment period. Assess whether the project proponent has taken due account of any and all comments, and provide an overall conclusion regarding public comments.

Describe how each comment was addressed by the project proponent through revisions to the project design or project monitoring report or other document efforts, and provide an assessment of the extent to which the project proponent’s responses are appropriate.

## Summary of Project Benefits

Identify, discuss and justify conclusions regarding the Summary of Project Benefits. Verify that the section is completed appropriately (i.e. monitored data is included and data that was not monitored and/or not applicable is labeled accordingly).Verify that all achievements reported are substantiated with information provided in the body of the monitoring report.

## General

### Implementation Status (G1.9)

Identify the implementation status of the project activity(s) and describe the steps taken to assess the following:

* The existence of any material discrepancies between project implementation and the project description.
* The implementation status of the monitoring plan and the completeness of monitoring, including the suitability of the implemented monitoring system (i.e., process and schedule for obtaining, recording, compiling and analyzing the monitored data and parameters).
* The existence of any material discrepancies between the actual monitoring system, and the monitoring plan set out in the project description and the applied methodology.
* Whether the GHG emission reductions or removals generated by the project have become included in an emissions trading program or any other mechanism that includes GHG allowance trading.
* Whether the project has received or sought any other form of environmental credit, or has become eligible to do so since validation or previous verification.
* Whether the project has participated or been rejected under any other GHG programs since validation or previous verification.
* Sustainable development contributions.

List any previously validated methodology deviations, project description deviations, *and minor changes to the project description* (each verification report must contain an exhaustive list of all deviations or changes applied to the project).

Provide an overall conclusion regarding whether the project has been implemented as described in the project description.

### Risks to the Community and Biodiversity Benefits (G1.10)

Describe the steps taken to verify the natural and human-induced risks to the expected project benefits identified by the project proponent. Provide and justify a conclusion as to whether reasonable steps have been taken to mitigate such risks.

### Community and Biodiversity Benefit Permanence (G1.11)

Describe the steps taken to verify the actions needed or implemented to maintain and enhance the climate, community and biodiversity benefits beyond the project lifetime, as identified by the project proponent. Provide and justify a conclusion as to whether reasonable measures have been taken to enhance project benefits beyond the project lifetime in accordance with the validated project description document.

### Stakeholder Access to Information (G3.1- G3.3)

Describe the steps taken to verify the project proponent provided stakeholders with access to project information in accordance with G3.1 – G3.3, specifically:

* Full project documentation has been made accessible to communities and other stakeholders.
* Relevant and adequate information about potential costs, risks and benefits to communities has been provided prior to any decisions.
* Appropriate actions were taken to explain the verification process to communities and other stakeholders.

Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the project provided appropriate access to information to communities and other stakeholders.

### Stakeholder Consultation (G3.4 – G3.5)

Describe the steps taken to verify the project proponent consulted stakeholders on project implementation in accordance with G3.4 – G3.5, specifically:

* Community groups and other stakeholders have influenced project implementation through effective consultation.
* Stakeholder input on project implementation has been documented.
* The project’s plan for continued communication is being carried out.
* All consultation and participatory process have been undertaken directly with communities and other stakeholders or through their legitimate representatives.

Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the project carried out effective community consultation.

### Stakeholder Participation in Decision-making and Implementation (G3.6)

Describe the steps taken to verify the project proponent has enabled effective participation of all communities that want and need to be involved in project implementation, monitoring, and evaluation. Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the project enabled community participation in project implementation.

### Anti-discrimination (G3.7)

Identify, discuss, and justify conclusions regarding the actions taken by the project proponent to ensure that the project proponent and all other entities involved in project design and implementation are not involved in or complicit in any form of discrimination or sexual harassment with respect to the project.

### Stakeholder Feedback and Grievance Redress Procedure (G3.8)

Describe the steps taken to verify the project proponent has implemented the project’s feedback and grievance redress procedure. Include details of the status of any grievances raised in the implementation period, documents assess, and observations made during the site visit. Provide and justify an overall conclusion as to whether the grievance redress procedure has been implemented according to the project’s validated design.

### Worker Relations (G3.9 – G3.12)

Describe the steps taken to verify the project proponent has taken actions and implemented measures to ensure that the relationship between the project and workers meet the requirements of G3.9 – G3.12. Include details of actions taken or measures implemented that:

* Build the capacity of the communities though job training and employment.
* Ensure people from the communities are given an equal opportunity to fill work positions.
* Ensure the project is in compliance with all relevant laws and regulations regarding worker’s rights and workers are informed of their rights.
* Inform workers of risks and how to minimize risk.
* Minimize workplace risk using best work practices.

Include details of documentation assessed and observations made on the site visit. Provide and justify an overall conclusion as to whether the relationship between workers and the project upholds the intent and design presented in the validated project description.

### Management Capacity (G4.2 – G4.3)

Describe the steps taken to verify the project proponent has taken actions and implemented measures to ensure the capacity exists to implement the project over the project lifetime. Include details of information provided or measures implemented that:

* Demonstrate the project possesses or is acquiring the key technical and management skills required to implement the project successfully.
* Demonstrate the financial health of the implementing organization is adequate to support project implementation, and in the case of grouped projects, the ability of the implementing organization(s) to provide adequate financial support to new project areas included in the project at this verification event.
* Provide assurance that the project is not complicit in any form of corruption.

Include details of documentation assessed and observations made on the site visit. Provide and justify an overall conclusion as to whether the project has the capacity to implement the project in accordance with the validated project description.

### Commercially Sensitive Information (*Rules* 3.5.13 – 3.5.14)

If applicable, identify, discuss and justify conclusions regarding the exclusion of any commercially sensitive information.

### Rights Protection and Free, Prior and Informed Consent (G5.1-G5.5)

Describe the steps taken to verify actions taken and measures implemented by the project proponent to protect the rights of Indigenous Peoples, communities and other stakeholders. Include details of actions taken or measures implemented that demonstrate:

* Existing property rights are recognized, respected and supported.
* The project does not encroach uninvited on private, community or government property.
* The free, prior and informed consent has been obtained of those whose property rights are affected by the project.
* Appropriate restitution or compensation has been allocated to any parties whose lands have been or will be affected by the project.
* Project activities do not lead to the involuntary removal or relocation or property rights holders from their lands or territories, and does not force them to relocate activities important to their culture or livelihood.
* Actions have been taken, if necessary, to reduce illegal activities that could affect the project’s impacts.
* No activities are undertaken by the project that could prejudice the outcome of an unresolved dispute relevant to the project over lands, territories and resources in the project zone.

Include details of documentation assessed and observations made on the site visit. Provide and justify an overall conclusion as to whether the project has protected the rights of Indigenous Peoples, communities and other stakeholders in accordance to the third edition of the Climate, Community & Biodiversity Standards and the validated project description.

### Legal Status (G5.6)

Identify, discuss and provide conclusions regarding the assurances provided by the project that it is complying with all national and local laws and regulations relevant to project activities and, where relevant, how compliance is achieved.

## Climate

### Accuracy of GHG Emission Reduction and Removal Calculations

Identify the data and parameters used to calculate the GHG emission reductions and removals, and describe the steps taken to assess the following for each of them:

* The accuracy of GHG emission reductions and removals, including accuracy of spreadsheet formulae, conversions and aggregations, and consistent use of the data and parameters.
* Whether the methods and formulae set out in the project description for calculating baseline emissions, project emissions and leakage have been followed.
* The appropriateness of any default values used in the monitoring report.

Describe the steps taken to assess whether manual transposition errors between data sets have occurred.

Provide an overall conclusion regarding whether GHG emission reductions and removals have been quantified correctly in accordance with the project description and applied methodology.

### Quality of Evidence to Determine GHG Emission Reductions and Removals

Identify the evidence used to determine the GHG emission reductions and removals, and describe the steps taken to assess the sufficiency of quantity, and appropriateness of quality, of the evidence. Include details of any cross-checks performed on the reported data and how the following were assessed:

* The reliability of the evidence, and the source and nature of the evidence (external or internal, oral or documented) for the determination of GHG emission reductions or removals.
* The information flow from data generation and aggregation, to recording, calculation and final transposition into the monitoring report.
* Where the project description does not specify calibration frequency of monitoring equipment, the appropriateness of implemented calibration frequency.

Provide an overall concluding statement with respect to the sufficiency of quantity, and appropriateness of quality, of the evidence used to determine the GHG reductions and removals.

### Non-Permanence Risk Analysis

Describe the steps taken to assess the non-permanence risk rating determined by the project proponent. For each risk factor, provide the following:

* An assessment of all rationale, assumptions and justification used to support the risk score.
* An assessment of the quality of documentation and data provided to support the risk score.
* A conclusion regarding the appropriateness of the risk rating.

Provide a conclusion regarding the determined value of the overall risk rating.

### Dissemination of Monitoring Plan and Results (CL4.2)

Describe the steps taken to verify the actions taken to disseminate the results of climate monitoring in accordance with the monitoring plan. Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the results of climate monitoring were disseminated in accordance with the validated project description.

### Optional Gold Level: Climate Change Adaptation Measures (GL1.3)

If applicable, describe the steps taken to verify the actions taken to assist communities and/or biodiversity to adapt to the probable impacts of climate change. Include details as to how the activities implemented achieve the results indicated in the project’s causal model. Provide and justify an overall conclusion as to whether the activities implemented deliver the intended impacts.

### Optional Gold Level: Climate Change Adaptation Benefits (GL1.4)

If applicable, describe the steps taken to verify the results of actions taken to assist communities and/or biodiversity to adapt to the probable impacts of climate change. Include details of documentation assessed, including the evaluations of the impacts by the affected communities, and observations made during the site visit. Provide and justify an overall conclusion as to whether the activities implemented assist communities and or biodiversity to adapt to the probable impacts of climate change.

## Community

### Community Impacts (CM2.1)

Describe the steps taken to verify the reported impacts of project activities on each identified community group. Include details of documentation assessed, methods used to assess the quality of data provided and observations made during the site visit. Provide and justify an overall conclusion as to whether the assessment of impacts is accurate.

### Negative Community Impact Mitigation (CM2.2)

Describe the steps taken to verify the actions taken to mitigate any negative well-being impacts on communities and for maintenance or enhancement of the high conservation values attributes. Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the mitigation actions were implemented in accordance with the validated project description.

### Net Positive Community Well-being (CM2.3)

Describe the steps taken to verify that the net the impacts of project activities on all identified community groups are positive. Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the net impact of project activities on community groups is positive.

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

Describe the steps taken to verify that no high conservation values have been negatively affected by the project. Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the high conservation values have been negatively affected by the project.

### Other Stakeholder Impacts (CM3.2-CM3.3)

Describe the steps taken to verify the measures implemented to mitigate the negative well-being impacts on other stakeholders and the steps taken to verify the net impact of project activities on other stakeholders is positive. Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the net impacts of project activities on the well-being of other stakeholders is positive.

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

Describe the steps taken to verify that the community impact monitoring has been carried out in accordance with the project’s validated design. Include details that identify:

* The dates, frequency and sampling methods used are in accordance with the validated project description.
* The results of monitoring.
* The evaluation of monitoring, including evaluations by the affected communities.
* The effectiveness of measures taken to maintain or enhance all identified high conservation values related to community well-being.

For projects validated to the Gold Level for exceptional community benefits, verify that the monitoring results include the identified indicators of:

* Well-being impacts on smallholder/community members.
* Risks for smallholder/community members.
* Impacts on women.

Provide and justify an overall assessment as to whether the community monitoring plan was carried out in accordance to the validated project description.

### Community Monitoring Plan Dissemination (CM4.3)

Describe the steps taken to verify the actions taken to disseminate the results of community monitoring in accordance with the monitoring plan. Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the results of community monitoring were disseminated in accordance with the validated project description.

### Optional Gold Level: Short-term and Long-term Community Benefits (GL2.2)

Describe the steps taken to verify that the project generates short term and long term net positive well-being benefits for smallholders/community members. Identify documentation assessed (including the evaluation of the impacts by the affected smallholders/community members) and observations made on the site visit. Provide and justify an overall conclusion as to whether the project generates or is on track to generate short term and long term net positive well-being benefits for smallholders/community members.

### Optional Gold Level: Smallholder/community member Risks (GL2.3)

If applicable, describe the steps taken to verify the activities implemented to manage the identified risks to smallholder/community members. Provide and justify an overall conclusion as to whether the activities implemented adequately manage the identified risks.

### Optional Gold Level: Marginalized and/or Vulnerable Community Groups (GL2.4)

If applicable, describe the steps taken to verify that the project:

* Generates net positive impacts on the well-being of all identified marginalized and/or vulnerable community groups.
* Identifies and addresses any barriers or risks that might prevent benefits going to marginalized and/or vulnerable smallholders/community members.
* Takes appropriate measures to avoid, or when unavoidable to mitigate negative impacts to any marginalized and/or vulnerable smallholders/community members.

Provide and justify an overall conclusion regarding whether the project fulfilled the requirements of GL2.4 of the Climate, Community & Biodiversity Standards.

### Optional Gold Level: Net Impacts on Women (GL2.5)

If applicable, describe the steps taken to verify that the project generates net positive impacts on the well-being of women and that women participate in or influence decision making.

### Optional Gold Level: Benefit Sharing Mechanisms (GL2.6)

If applicable, describe the steps taken to verify that the benefit distribution of the benefit sharing mechanism has been implemented according to the project’s validated design.

### Optional Gold Level: Governance and Implementation Structures (GL2.8)

If applicable, describe the steps to verify that the project’s governance and implementation structures enable full and effective participation of smallholders/community members in project decision-making and implementation. Include documentation assessed and observations made during the site visit, if applicable.

### Optional Gold Level: Smallholders/Community Members Capacity Development (GL2.9)

If applicable, describe the steps taken to verify how the project is developing the capacity of smallholders/community members, and relevant local organizations or institutions. Include documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether project is developing the capacity of smallholders/community members, and relevant local organizations or institutions, to participate effectively and actively in project design, implementation and management.

## Biodiversity

### Biodiversity Changes (B2.1)

Describe the steps taken to verify the reported changes in biodiversity in the project zone due to project activities. Describe the steps to verify the project’s impacts, including:

* The accuracy and appropriateness of monitored data.
* The justification used to attribute biodiversity changes to the project’s activities.

Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the project’s assessment of changes in biodiversity resulting from project activities in the project zone during the monitoring period are accurate.

### Mitigation Actions (B2.3)

Describe the steps taken to verify the actions taken by the project to mitigate negative impacts on biodiversity and measures taken for maintenance or enhancement of the high conservation value attributes. Provide and justify an overall conclusions as to whether the mitigation actions taken are appropriate and in accordance with the project’s validated project description.

### Net Positive Biodiversity Impacts (B2.2)

Describe the steps taken to verify that the project’s net impacts on biodiversity in the project zone are positive. Include documentation assessed and observations made on the site visit. Provide and justify an overall conclusion as to whether the net impact of the project’s activities on biodiversity are positive.

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

Describe the steps taken to verify that no high conservation values were negatively affected by the project.

### Invasive Species (B2.5)

Identify, discuss, and justify conclusions as to whether any known invasive species has been introduced into any area affected by the project and that the population of any invasive species did not increase as a result of the project. Include any documentation assessed or observations made during the site visit.

### Impacts of Non-native Species (B2.6)

Describe the steps taken to verify the impacts of non-native species due to the project. Describe the steps taken to verify the project’s justification of use and the adverse effects on the region’s environment due to the use of each species. Provide and justify an overall conclusion as to whether the use of each non-native species is justified and will not pose harm to the region’s environment.

### GMO Exclusion (B2.7)

Describe the steps taken to verify that no GMOs are used to generate GHG emission reductions or removals.

### Inputs Justification (B2.8)

Describe the steps taken to verify the adverse effects of any inputs used by the project. Also include the steps taken to verify the project’s justification of use and the adverse effects on the region’s environment and communities due to the use of each input. Provide and justify an overall conclusion as to whether the use of each input is justified and will not pose harm to the region’s environment or communities.

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

Describe the steps taken to verify any negative impacts on biodiversity outside the project zone due to the project. Also include the steps taken to verify the project’s identified negative impacts and the actions taken by the project to mitigate negative impacts. Provide and justify an overall conclusion as to whether the project had adequately identified all negative offsite biodiversity impacts and has taken actions to mitigate the impacts.

### Net Offsite Biodiversity Benefits (B3.3)

Describe the steps taken to verify that the project’s net biodiversity impacts are positive when taking into account unmitigated negative impacts on biodiversity outside the project zone. Include documentation assessed and observations made on the site visit. Provide and justify an overall conclusion as to whether the net biodiversity impacts of the project are positive.

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

Describe the steps taken to verify that the biodiversity impact monitoring has been carried out in accordance with the project’s validated design. Include details that identify and discuss:

* The dates, frequency, sampling methods used are in accordance with the validated project description.
* The results of monitoring.
* The effectiveness of measures taken to maintain or enhance all identified high conservation values related to community well-being.

For projects validated to the Gold Level for exceptional biodiversity benefits, verify that the monitoring results include the identified indicators of:

* Population trends of each trigger species.
* Threats to trigger species.

Provide and justify an overall assessment as to whether the biodiversity monitoring plan was carried out in accordance to the validated project description.

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

Describe the steps taken to verify the actions taken to disseminate the results of biodiversity monitoring in accordance with the monitoring plan. Include details of documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the results of biodiversity monitoring were disseminated in accordance with the validated project description.

### Optional Gold Level: Trigger Species Population Trends (GL3.3)

If applicable, describe the steps taken to verify the actions taken by the project to maintain or enhance the population status of each trigger species in the project zone, and reduce threats to them. Include documentation assessed and observations made during the site visit. Provide and justify an overall conclusion as to whether the actions taken by the project maintain or enhance the population status of each trigger species in the project zone, and reduce threats to them.

### Optional Gold Level: Effectiveness of Threat Reduction Actions (GL3.4)

If applicable, describe the steps taken to verify the measures taken to maintain or enhance the population status of trigger species. Provide and justify an overall conclusion as to whether the measures taken are effective at maintaining or enhancing the population status of trigger species.

## Additional Project Implementation Information

Describe the steps taken to verify any additional information that explains how the project has been implemented in accordance with the validated project description for all CCB indicators that require implementation of an activity or process. Include documentation assessed and observations made during the site visit, if applicable. Provide and justify an overall conclusion as to whether the additional project implementation information provided is suitable for the verification of the project’s adherence to its validated project description.

## Additional Project Impact Information

Describe the steps taken to verify any additional monitoring results that demonstrate how the project meets all CCB indicators that require demonstration of impacts. Include documentation assessed and observations made during the site visit, if applicable. Provide and justify an overall conclusion as to whether the additional project impact information provided is suitable for the verification of the project’s impacts.

# Verification Conclusion

Clearly state whether the project complies with the verification criteria for projects set out in CCB Version 3 and VCS Version 3, including any qualifications or limitations. Confirm that the project has been implemented in accordance with the validated project description and any subsequently validated changes.

Where the audit has included validation activities, clearly state whether the project complies with the validation criteria for projects set out in CCB Version 3 and VCS Version 3, including any qualifications or limitations.

Provide a conclusion on the validity of the net positive climate change adaptive capacity and resilience (if any), community and biodiversity benefits achieved by the project during the project implementation period and whether the project has achieved, or is on track to achieve, its stated climate change adaptive capacity and resilience (if any), community and biodiversity objectives.

Provide a conclusion on the quantity of GHG emission reductions or removals in tCO2 equivalents achieved by the project during the verification period. Include a confirmation and a breakdown of GHG emission reductions or removals by vintages within the verification period, where relevant.

Monitoring period: From [day-month-year] to [day-month-year]

Verified GHG emission reductions and removals in the above verification period:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Year | Baseline emissions or removals (tCO2e) | Project emissions or removals (tCO2e) | Leakage emissions (tCO2e) | Net GHG emission reductions or removals (tCO2e) |
| Year A |  |  |  |  |
| Year... |  |  |  |  |
| **Total** |  |  |  |  |

# Appendix X: <Title of Appendix>

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