

CALL FOR EXPERTS, PROJECT REVIEWERS (Ongoing)

TECHNICAL REVIEW OF VCS PROJECT REGISTRATION & VERIFICATION REQUESTS

11 November 2022

Verra invites qualified individuals to apply for inclusion on a new roster of project reviewers. These experts will conduct technical reviews of Verified Carbon Standard (VCS) project registration and verification requests. We plan to include 15-20 experts on the roster. Each expert will enter into a contract with Verra and conduct project reviews upon assignment by us.

1. PROJECT REVIEW PROCESS

Verra manages the VCS Program and reviews project registration and verification requests as follows:

1. Once a project has been validated and/or verified by a validation/verification body (VVB), the project proponent (PP) submits project documents via the Verra Registry and requests registration approval or verification approval.
2. Verra staff reviews the project documents - the project description and validation report for registration requests, or monitoring report and verification report for verification requests. The purpose of the review is to ensure that the project meets all the VCS Program rules, including the applied methodology. The review is conducted following a checklist. Verra staff produces a project review report, which details any findings and Verra's assessment conclusion (approved, pending resolution of findings, not accepted, rejected).
3. Verra staff sends the project review report to the VVB, copying the PP. Where there are findings, the VVB must address them and send its responses to the findings with revised project documents.
4. Iteration continues for up to three rounds of findings, at which point the findings need to be closed out if the registration/verification request is to be approved by Verra.

Verra plans to use experts from the roster of project reviewers for some VCS project reviews (step 2 above). We will offer project review assignments at our sole discretion on a no-obligation basis.

2. SCOPE OF WORK

Experts will perform project reviews as assigned by Verra, as follows:

- We notify the expert by email of a given project review opportunity (either a registration request or verification request – first, second, or third round).

- The expert replies within two business days if they wish to conduct the review, providing a completed conflict of interest form (template to be provided by Verra).
- We provide project documents, project review checklist, and *project review report* template.
- The expert reviews the request applying their expertise and professional judgment to assess the project’s conformance with the VCS Program rules and methodology, using the Verra project review checklist. The expert documents their assessment in the *project review report* template:
 - A summary of the project review, including a recommended assessment conclusion (approval, pending resolution of findings, non-acceptance, rejection)
 - Findings raised that the VVB must address or that the VVB must have the PP address.
- The expert sends us the completed project review report within 7 business days of receiving the project documents. Experts do not have any contact with the PP or VVB – all interactions with PP and VVB will be handled by Verra.
- We ask that the expert make their best efforts to be available for any subsequent reviews of the same project to provide continuity and consistency.

3. DELIVERABLES

For each project review assigned to the expert, the main deliverables are:

- A completed project review report.
- If requested by Verra, a virtual meeting to clarify any findings raised in the project review report or any other questions Verra has about the report or project review.
- If we identify shortcomings in the project review report, a revised report that addresses those shortcomings.

4. COMPENSATION

Verra will pay experts for each project review as set out for each sectoral scope in the tables below. Project reviews are expected to take ½ - 3 days, depending on the review and project type.

Sectoral Scope 1, Renewable Sources	Payment
Registration request, initial/first review round	USD 400
Registration request, second or third review round	USD 200
Verification request, initial/first review round	USD 300
Verification request, second or third review round	USD 150
Combined registration and verification request, initial/first review round	USD 475
Combined registration and verification request, second or third review round	USD 240

Sectoral Scope 1, <u>Non</u>-Renewable Sources; Sectoral Scopes 2-13; Sectoral Scope 15	Payment
Registration request, initial/first review round	USD 550
Registration request, second or third review round	USD 275
Verification request, initial/first review round	USD 400
Verification request, second or third review round	USD 200
Combined registration and verification request, initial/first review round	USD 650
Combined registration and verification request, second or third review round	USD 325

Sectoral Scope 14; AFOLU	Payment
Registration request, initial/first review round	USD 750
Registration request, second or third review round	USD 375
Verification request, initial/first review round	USD 570
Verification request, second or third review round	USD 285
Combined registration and verification request, initial/first review round	USD 900
Combined registration and verification request, second or third review round	USD 450

5. COMPETENCE REQUIREMENTS

Interested individuals must have:

- At least five years' experience conducting project reviews, for a standards organization, validation/verification body or conducting projects' due diligence for a project developer, broker, or financial institution.
- Working knowledge of key methodologies used by VCS projects.
- Knowledge of project activities and sectors relevant to VCS projects and the challenges inherent in developing associated carbon projects.
- Experience with carbon crediting program rules for grouped projects (program of activities) would be an asset.
- Ability to write concise and clear project review findings in English.

Experts should also be free of any overarching conflict of interest in conducting Verra project reviews. Recognizing that experts may be generally free of conflict but may be conflicted on a specific project review, we require that experts sign a conflict-of-interest disclosure form¹ ahead of conducting each project review.

6. APPLICATION & SELECTION PROCESS

We plan to include 15-20 experts on the roster of project reviewers. To apply, please send to Kelsey Tennett (ktennett@verra.org):

- A cover letter explaining how you meet the competence requirements (see Section 5 above).
- Your resume/CV (no more than two pages).

Applicants who meet the competence requirements will be contacted for a brief interview and will be notified as to whether they have been selected shortly afterwards. This Call for Experts remains open until it is taken down from the Verra website.

¹ Verra's Conflict of Interest Policy requires contractors to disclose all relationships, positions, or circumstances that they believe could result in a Conflict of Interest or the appearance thereof. A conflict of interest is deemed to exist where the contractor is unable to perform the services under its agreement with Verra impartially and fully in accordance with the terms and conditions of the agreement because of financial activities, private interests, or relationships it has with other persons or organizations that conflict with those of Verra.