



## Annex 6

### IMPLEMENTATION PLAN FOR THE CLEAN DEVELOPMENT MECHANISM PROJECT STANDARD, VALIDATION AND VERIFICATION STANDARD AND PROJECT CYCLE PROCEDURE

(Version 01.0)

#### I. Background

1. The Executive Board of the clean development mechanism (CDM) (hereinafter referred to as the Board), at its sixty-third meeting, started considering drafts of the “Clean development mechanism project standard” (PS), “Clean development mechanism validation and verification standard” (VVS) and “Clean development mechanism project cycle procedure” (PCP) with a view to adopting them at its sixty-fifth meeting.
2. The Board at its sixty-fifth meeting adopted the PS, VVS, and PCP. These new documents impact a number of existing regulatory documents (standards, procedures, guidelines, clarifications and forms) as one of the main purposes of developing these new documents was to consolidate existing provisions into fewer documents. For example, many existing regulatory documents will be cancelled since their full content was incorporated in the PS, VVS and/or PCP. Other documents will be revised because only some of their content was incorporated while other content will remain in those documents. Also, in order to implement the three new documents, some new documents will be developed.
3. Furthermore, measures to transition from the existing to the new regulatory framework established by the three new documents need to be in place, including adjustments to certain workflows and information systems to accommodate new or revised steps required by the PCP.
4. This document outlines the implementation plan for the PS, VVS and PCP.

#### II. Implementation plan

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

##### A. Document review and management activities

6. The implementation plan for document review and management activities is summarized in the following table:

**Table 1: Document review and management activities implementation plan**

Activity	Timing	Content
1. Revision of documents (refer to appendix 1)	By EB 66	The secretariat will revise relevant existing documents. The documents will undergo editorial review to ensure the information is clear and consistent.
2. Development of new documents	By EB 66	The secretariat will draft the required new documents.



Activity	Timing	Content
(refer to appendix 2)		The documents will undergo editorial review to ensure the information is clear and consistent.
3. Adoption of new and revised documents	EB 66	The Board will consider adoption of the new and revised documents.
4. Cancellation of superseded documents (refer to appendix 3)	Effective date of PS, VVS and PCP	The secretariat will remove the withdrawn documents, replace the revised documents and add the new documents to the UNFCCC CDM website. References to the withdrawn documents will be included in the history of document boxes in the new and revised documents. In addition, within the Catalogue of Decisions, appropriate links will be provided to all withdrawn documents through the “related other versions” reference found in the latest documents.

### B. Workflow review and system update

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

### C. Arrangements required to transition from existing regulations

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

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

9. The PS, VVS and PCP will be effective after the sixty-sixth meeting of the Board following the adoption of the documents to be revised or developed (see appendices A and B respectively) and will be implemented according to the following key implementation milestones and timelines:

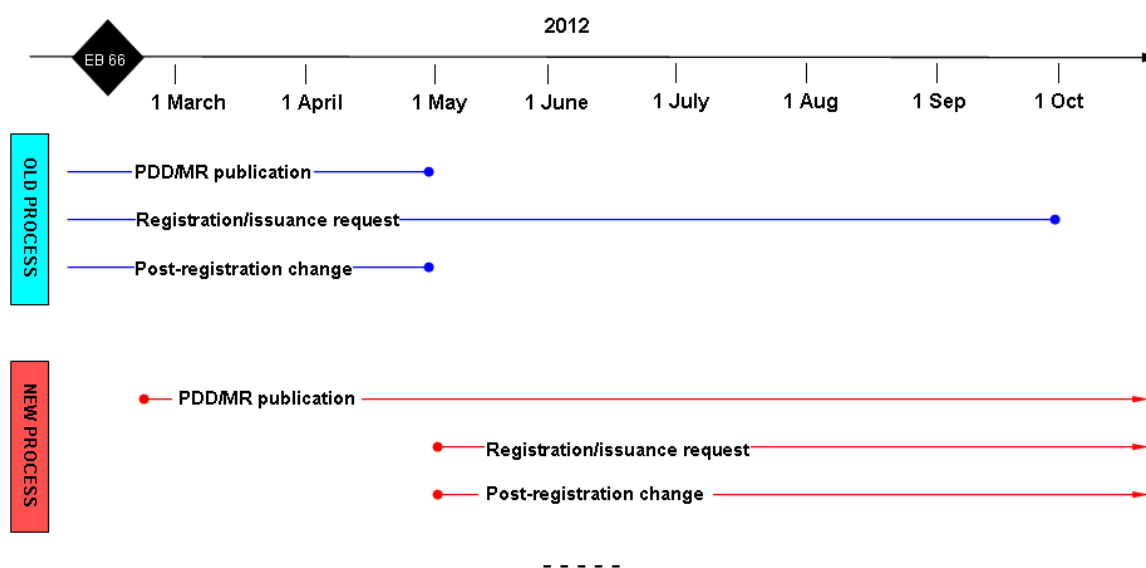
**Table 2: Timeline for transitional arrangement**

Timeline	Milestone
End of EB 66	<ul style="list-style-type: none"> <li>▪ New documents (standards, forms and guidelines) become available for use by PPs and DOEs.</li> </ul>
End of EB 66 – 30 April 2012	<ul style="list-style-type: none"> <li>▪ PPs can choose to prepare and have PDDs or monitoring reports (MRs) published under current or new rules.</li> <li>▪ DOEs shall conduct validations/verifications: <ul style="list-style-type: none"> <li>– Based on current rules for those PDDs/MRs published under current rules;</li> </ul> </li> </ul>



Timeline	Milestone
	<ul style="list-style-type: none"> <li>– Based on new rules for those PDDs/MRs published under new rules.</li> </ul>
1 May 2012	<ul style="list-style-type: none"> <li>▪ New processes for submissions to the secretariat under the PCP begin:               <ul style="list-style-type: none"> <li>– Earliest date when DOEs can submit requests for registration/issuance under new processes;</li> <li>– First date when PPs/DOEs shall submit all PDDs/MRs and post-registration changes under new rules.</li> </ul> </li> </ul>
1 May – 30 Sep 2012	<ul style="list-style-type: none"> <li>▪ PPs shall prepare and have all PDDs/MRs published under new rules.</li> <li>▪ DOEs shall:               <ul style="list-style-type: none"> <li>– Complete validations/verifications based on current rules for those PDDs/MRs published under current rules and submit requests for registration/issuance under current rules;</li> <li>– Conduct validations/verifications based on new rules for those PDDs/MRs published under new rules and submit requests for registration/issuance under new rules.</li> </ul> </li> </ul>
30 Sep 2012	<ul style="list-style-type: none"> <li>▪ Last day for DOEs to submit any requests for registration/issuance under current rules:               <ul style="list-style-type: none"> <li>– Any requests for registration/issuance made under current rules will continue to be processed by the Board/secretariat under current rules until the end of the registration/issuance process no matter how long it takes;</li> <li>– Any requests for registration/issuance submitted under current rules before 30 September 2012 but “kicked out” from the process resulting from a completeness check or information and reporting check would have to be modified to comply with new rules if the re-submission is made after 30 September 2012.</li> </ul> </li> </ul>
1 Oct 2012 onwards	<ul style="list-style-type: none"> <li>▪ DOEs shall submit all requests for registration/issuance under new rules:               <ul style="list-style-type: none"> <li>– If requests for registration/issuance for any PDDs/MRs submitted under current rules cannot be submitted by 30 September 2012, they have to be modified to comply with new rules. In this case, re-publication of PDDs/MRs is not required, but modified PDDs/MRs have to be attached to validation/verification reports.</li> </ul> </li> </ul>

10. The following chart illustrates the milestones and timelines presented in Table 2 above:



**Appendix 1: Documents to be revised**

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



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

**Appendix 2: Documents to be developed**

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

**Appendix 3: Documents to be withdrawn**

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



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



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

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**History of the document**

Version	Date	Nature of revision(s)
01.0	EB 65, Annex 6 25 November 2011	Initial adoption.
<b>Decision Class:</b> Operational <b>Document Type:</b> Information Note <b>Business Function:</b> Registration, Issuance		