



**Australian Government**  
**Department of Climate Change  
and Energy Efficiency**

# **Australia's National Guidelines and Procedures for Approving Participation in Joint Implementation Projects**

**March 2010**

**Version 1.2**

## Contacting the National Authority for the CDM and JI

For information about these guidelines and procedures, or more generally about applying for Joint Implementation (JI) project Letters of Approval, please contact:

Postal address	National Authority for the CDM and JI Department of Climate Change and Energy Efficiency GPO Box 854 Canberra ACT 2601 AUSTRALIA
Email	<a href="mailto:DFP@climatechange.gov.au">DFP@climatechange.gov.au</a>
Phone	+61 2 6159 7055
Fax	+61 2 6159 7015

This document is available on the Department of Climate Change and Energy Efficiency website:  
[www.climatechange.gov.au/nationalauthority.aspx](http://www.climatechange.gov.au/nationalauthority.aspx)

© Commonwealth of Australia 2009

This work is copyright. Apart from any use as permitted under the *Copyright Act 1968*, no part may be reproduced by any process without prior written permission from the Commonwealth. Requests and enquiries concerning reproduction and rights should be addressed to:

Commonwealth Copyright Administration  
Attorney-General's Department  
3-5 National Circuit  
BARTON ACT 2600

Email: [commonwealth.copyright@ag.gov.au](mailto:commonwealth.copyright@ag.gov.au)

Or posted at: <http://www.ag.gov.au>

## **Disclaimer**

Material in *Australia's Guidelines and Procedures for Approving Participation in Joint Implementation Projects* is made available on the understanding the Commonwealth is not providing professional advice. Before relying on any of the material, readers should obtain appropriate professional advice. While reasonable care has been taken in preparing this material, the Commonwealth provides no warranties and makes no representations that the information contained in the guidelines and procedures is correct, complete or reliable. The Commonwealth expressly disclaims liability for any loss, however caused and whether due to negligence or otherwise, arising directly or indirectly from the use or reliance on information contained in this material by any person.

# Contents

<b>Glossary</b> .....	5
<b>1 Scope of these guidelines</b> .....	7
<b>2 The role of Australia’s Designated Focal Point</b> .....	7
2.1 Joint Implementation: a two-track process.....	7
2.2 Australia’s participation in JI.....	8
2.3 JI project cycle .....	8
2.4 Issuance of ERUs .....	8
<b>3 Applying for a Letter of Approval</b> .....	9
3.1 Who can apply for a Letter of Approval? .....	9
3.2 Required documentation.....	9
3.3 When to apply for a Letter of Approval .....	10
3.4 Fees .....	10
3.5 Before applying for a Letter of Approval.....	10
3.6 Applying for a Letter of Approval .....	11
3.7 Timeline for processing applications.....	11
3.8 Review process .....	11
<b>Attachment A: Example Letter of Approval</b> .....	13
<b>Attachment B: JI Letter of Approval application and declaration of compliance</b> ...	14
<b>Attachment C: JI request for review</b> .....	18

## Glossary

Term	Definition
Accredited Independent Entity	A private entity accredited by the JI Supervisory Committee to assess whether a potential project meets the JI eligibility requirements and whether the project has achieved greenhouse gas emission reductions.
Annex I Party / Non-Annex I Party	<p>In the context of the Kyoto Protocol, ‘Annex I Party’ is used to refer to a country listed in Annex I to the UNFCCC with an emission reduction commitment inscribed in Annex B to the Kyoto Protocol. Australia is an Annex I Party.</p> <p>Countries that are Parties to the Kyoto Protocol but are not listed in Annex I to the UNFCCC are known as ‘Non-Annex I Parties’ (those eligible for hosting CDM project activities).</p>
Assigned Amount Unit (AAU)	A Kyoto unit corresponding to one tonne of carbon dioxide equivalent. AAUs are issued by an Annex I Party up to the level of the Party’s initial assigned amount, which is based on the Party’s emission reduction target. Australia’s initial assigned amount for the first commitment period (2008 to 2012) is 2,957,579,143 tonnes of carbon dioxide equivalent.
Australian National Registry of Emissions Units	An electronic registry system that tracks the ownership of Kyoto units. The National Registry will also track the ownership, and manage the surrender and cancellation of, eligible emissions units under the Carbon Pollution Reduction Scheme once enacted into legislation.
Certified Emission Reduction (CER)	A Kyoto unit issued for greenhouse gas reductions or removals resulting from a CDM project. One CER is issued for reductions or removals equivalent to one tonne of carbon dioxide equivalent.
Clean Development Mechanism (CDM)	A mechanism under Article 12 of the Kyoto Protocol through which Annex I Parties (or private entities authorised by Annex I Parties) may undertake greenhouse gas reduction or removal projects in Non-Annex I Parties, resulting in the issuance of CERs.
Conference of the Parties to the UNFCCC serving as the meeting of the Parties to the Kyoto Protocol (CMP)	<p>The governing body of the Kyoto Protocol, which is composed of Parties to the UNFCCC who have ratified or acceded to the Kyoto Protocol.</p> <p>CMP decisions are available on the UNFCCC website: <a href="http://unfccc.int">http://unfccc.int</a>.</p>
Designated Focal Point (DFP)	An office, ministry or other official entity appointed by an Annex I Party to the Kyoto Protocol to approve JI projects and authorise entities’ participation in JI projects.
Designated National Authority (DNA)	An office, ministry or other official entity appointed by a Party to the Kyoto Protocol to give national approval of voluntary participation in projects proposed under the CDM.
Determination	The evaluation of a project activity against the JI eligibility requirements.
Emission Reduction Unit (ERU)	A Kyoto unit issued for greenhouse gas reductions or removals resulting from a JI project. One ERU is issued for reductions or removals equivalent to one tonne of carbon dioxide equivalent.

<b>Term</b>	<b>Definition</b>
Flexibility mechanisms	Three mechanisms established under the Kyoto Protocol to increase flexibility and enable the global community to reduce emissions where it is the most cost-effective: the CDM, JI and international emissions trading.
Host Party	An Annex I Party in whose territory a JI project is physically located.
Joint Implementation (JI)	A mechanism under Article 6 of the Kyoto Protocol through which Annex I Parties (or private entities authorised by Annex I Parties) may undertake greenhouse gas reduction or removal projects in other Annex I Parties, resulting in the issuance of Emission Reduction Units.
JI Supervisory Committee	The UN body responsible for supervising Track 2 projects.
Kyoto Protocol	An international treaty created under the UNFCCC in 1997 which entered into force in 2005. Among other things, the Kyoto Protocol sets binding targets for the reduction of greenhouse gas emissions by developed countries. It includes individual emission reduction targets for Annex I Parties to be met within the first commitment period of 2008-12.
Letter of Approval	A letter from a DFP approving a JI project and authorising participation of an entity in that JI project activity. All entities wishing to participate in a JI project activity need a Letter of Approval before they can be issued with credits.
Project Design Document	A key element in the JI project cycle, providing the basis for Determination of a Track 2 JI project. It should set out a description of the project activity, the proposed baseline methodology, planned emission reductions or removals, a monitoring plan and other evidence needed to show that the project activity meets the requirements of JI.
Project Participant	A private entity authorised by a Kyoto Party to participate in a JI project activity.
Track 1 project	A project carried out under the national guidelines and procedures of the Host Party, where the Host Party meets all the eligibility requirements related to the transfer and acquisition of Emission Reduction Units.
Track 2 project	A project carried out under the supervision of the JI Supervisory Committee. The Track 2 procedure must be used where the Host Party does not meet the eligibility requirements for Track 1.
United Nations Framework Convention on Climate Change (UNFCCC)	An international treaty, adopted in 1992, aimed at achieving the stabilisation of greenhouse gas concentrations in the atmosphere at a level that would prevent dangerous anthropogenic interference with the climate system.

# 1 Scope of these guidelines

This document is intended to provide general guidance to entities wishing to apply to Australia's Designated Focal Point (DFP) for authorisation to participate in Joint Implementation (JI) project activities in countries other than Australia under Article 6 of the Kyoto Protocol. It provides some background information on JI and sets out the DFP's application and approval procedures.

It is recommended that entities wishing to establish or invest in a JI project seek appropriate financial and legal advice.

These guidelines will be updated if the internationally agreed JI rules are amended or if the Australian Government introduces new JI-related policies.

## 2 The role of Australia's Designated Focal Point

JI allows countries with an emission reduction target under the Kyoto Protocol (Annex I Parties) to implement greenhouse gas reduction or removal projects in other Annex I Parties in order to generate Emission Reduction Units (ERUs). Like all Kyoto units, ERUs can be used by countries to meet their Kyoto targets. They can also be traded on international carbon markets.

The Kyoto Protocol establishes that Annex I Parties, through their National Authorities, may approve private entities' participation in JI projects.

The *Guidelines for the implementation of Article 6 of the Kyoto Protocol*<sup>1</sup> provide that Annex I Parties involved in JI projects must inform the United Nations Framework Convention on Climate Change (UNFCCC) Secretariat of their DFP for approving projects pursuant to Article 6. In September 2009, the then Department of Climate Change was established as Australia's DFP and Designated National Authority (DNA) for the CDM. Australia's DFP and DNA are grouped into a single body within the Department of Climate Change and Energy Efficiency called the National Authority for the CDM and JI.

The National Authority's role is limited to approving JI projects and authorising participation in projects. The Host Party DFP, the JI Supervisory Committee and Accredited Independent Entities are best placed to advise prospective Project Participants on the likelihood of a project meeting the JI requirements and generating ERUs.

### 2.1 Joint Implementation: a two-track process

If a Host Party meets the eligibility criteria for participation in the flexibility mechanisms set out in the annex to Decision 9/CMP.1, it can choose to verify emission reductions from a JI project itself (using its own procedures) and issue the appropriate quantity of ERUs. This simplified procedure—commonly referred to as the 'Track 1' JI procedure—is not subject to approval by an international body.

---

<sup>1</sup> Annex to Decision 9/CMP.1.

Where the Host Party does not meet all of the eligibility requirements, the ‘Track 2’ JI procedure must be applied, meaning that verification occurs through specified procedures under the supervision of an international body called the JI Supervisory Committee. A Host Party can elect to follow the Track 2 JI procedure even where it is eligible for Track 1 JI. Under the Track 2 JI procedure, an independent entity accredited by the JI Supervisory Committee (called an ‘Accredited Independent Entity’) must determine whether the necessary requirements have been met before the Host Party can issue and transfer ERUs.

Further information about JI projects can be found on the UNFCCC website: <http://ji.unfccc.int>.

## **2.2 Australia’s participation in JI**

To be eligible to participate in a JI project, an entity must obtain a Letter of Approval from an Annex I Party. Australia may provide a Letter of Approval to legal entities allowing them to directly invest in, and acquire ERUs from, a JI project in another Annex I Party.

The Government has decided that Australia will not be hosting JI projects in the first commitment period of the Kyoto Protocol (2008-2012). It has also indicated that Australia will not host JI projects in sectors covered by the Carbon Pollution Reduction Scheme (CPRS). A decision on JI projects in uncovered sectors will be made in 2013.

## **2.3 JI project cycle**

The *Guidelines for the implementation of Article 6 of the Kyoto Protocol* set out the stages in the JI project cycle as well as the roles of the different entities involved. Information on the JI project cycle and the functions of different entities can be found on the UNFCCC website: [http://ji.unfccc.int/JI\\_Projects/index.html](http://ji.unfccc.int/JI_Projects/index.html).

Several Annex I Parties have established detailed pre-approval processes for JI projects. It is recommended that entities wishing to establish a JI project refer to the Host Party’s JI guidelines and procedures for information about pre-approval. A list of Annex I Parties involved in JI projects and links to their JI guidelines and procedures are available on the UNFCCC website: [http://ji.unfccc.int/JI\\_Parties/PartiesList.html](http://ji.unfccc.int/JI_Parties/PartiesList.html).

## **2.4 Issuance of ERUs**

An Annex I Party hosting a JI project issues ERUs by converting specified Assigned Amount Units (AAUs) or Removal Units (RMUs) into ERUs within the national registry of the Host Party. The ERUs are then able to be transferred through the electronic registry system from the Host Party to another Party’s registry, provided that the Parties have met the eligibility criteria for international emissions trading.



### 3 Applying for a Letter of Approval

Private entities wishing to participate in JI project activities require written approval of participation from all Kyoto Parties involved<sup>2</sup> via each Party's DFP. Like all DFPs, Australia's National Authority provides this authorisation through the issuance of Letters of Approval.

The Australian Government, through the National Authority, may approve private entities' participation in JI project activities at its discretion. In exercising its discretion, the Government's considerations will include whether the project is inconsistent with Australia's foreign policy objectives or international obligations. Relevant considerations under this discretionary point will include whether the project:

- is inconsistent with the internationally agreed guidelines governing JI
- generates emissions units that Australia has committed to refrain from using to meet its obligations under the Kyoto Protocol or any subsequent international climate change agreement
- involves a transaction or a party that is subject to Australia's UN sanction enforcement laws and that has not been authorised by the Minister for Foreign Affairs

Under the Kyoto rules, Australia has committed to "refrain from using" ERUs generated from nuclear facilities to meet its Kyoto target. On that basis, the National Authority will not approve participation in nuclear-based projects.

The National Authority's approval of projects and participation in projects is specific to the project and Project Participant named in the Letter of Approval. A new Letter of Approval will be required if, at a later date, another Project Participant wishes to be added to the project or a Project Participant wishes to be replaced by another entity.

#### 3.1 Who can apply for a Letter of Approval?

Any entity that holds an account in the Australian National Registry of Emissions Units is eligible to apply for a Letter of Approval from Australia's National Authority.

For information on how to apply for an account in the National Registry, please refer to [nationalregistry.climatechange.gov.au](http://nationalregistry.climatechange.gov.au).

#### 3.2 Required documentation

An application for a Letter of Approval must be accompanied by the following documents:

- **Project Design Document (or, for a Track 1 JI project, the equivalent document required by the Host Party):** The Project Design Document is a key document in the JI project cycle. Under Track 2 JI, the Project Design Document is required for Determination by an Accredited Independent Entity. Although Parties that meet the eligibility requirements for Track 1 JI can set their own assessment requirements, in many cases Track 1 national guidelines and procedures require the submission of a Project Design Document.

---

<sup>2</sup> Article 6 of the Kyoto Protocol.

- **Host Party Letter of Approval (if available):** If it has been issued, the Host Party Letter of Approval for the JI project activity must be submitted with an application for an Australian Letter of Approval. A list of DFP contact details can be found on the UNFCCC website: [http://ji.unfccc.int/JI\\_Parties/PartiesList.html](http://ji.unfccc.int/JI_Parties/PartiesList.html).
- **Signed declaration of compliance:** Applicants are required to provide a signed declaration of compliance with the Kyoto Protocol and the relevant CMP decisions. The declaration of compliance is contained in the Letter of Approval application form (see Attachment B).

The information provided to the National Authority in the Letter of Approval application process will be used to assess the application. It will also be used for the purpose of communication with the prospective Project Participant. The National Authority, in handling any information provided as part of the Letter of Approval application process, will comply with the privacy principles set out in section 14 of the *Privacy Act 1998* (Cth). The National Authority is authorised under the Commonwealth's executive power to collect the information outlined above.

### 3.3 When to apply for a Letter of Approval

Entities may apply for a Letter of Approval from the National Authority at any stage of the JI project cycle.

An application for a Letter of Approval can only be submitted after the prospective Project Participant has opened an account in the Australian National Registry of Emissions Units.

### 3.4 Fees

Currently there is no application fee charged by the National Authority associated with the Letter of Approval application process.

Applicants should seek their own advice about any other fees and costs associated with participation in a JI project.

### 3.5 Before applying for a Letter of Approval

The following steps should be taken, not necessarily in this order, before applying for a Letter of Approval:

- Open an account in Australian National Registry of Emissions Units.
- Prepare a Project Design Document (or, for a Track 1 JI project, the equivalent document required by the Host Party) in accordance with the *Guidelines for the implementation of Article 6 of the Kyoto Protocol* and any relevant Host Party standards.
- Complete and sign the Letter of Approval application and declaration of compliance (Attachment B).

### **3.6 Applying for a Letter of Approval**

To apply for a Letter of Approval, applicants are required to provide the following documents:

- A duly executed Letter of Approval application and declaration of compliance (Attachment B).
- A copy of the Project Design Document (or, for a Track 1 JI project, the equivalent document required by the Host Party).
- A copy of the Host Party Letter of Approval, if available.

Please send an electronic copy of each of these documents by email to [DFP@climatechange.gov.au](mailto:DFP@climatechange.gov.au) and a further hard copy by post to:

National Authority for the CDM and JI  
Department of Climate Change and Energy Efficiency  
GPO Box 854  
Canberra ACT 2601  
AUSTRALIA

### **3.7 Timeline for processing applications**

The National Authority will generally provide a Letter of Approval to successful applicants within 10 business days of receipt of the completed hard copy application.

If the National Authority determines that additional time or further information is required in relation to a particular application, notice to this effect will be provided to the applicant.

If an application is unsuccessful, the applicant will be informed and provided with an appropriate statement of reasons for the refusal within 10 business days of receipt of the completed hard copy application, unless notice has been provided that more time is required to process the application.

Applicants should note that reasons for refusal may be published by the National Authority on its website.

Notices to the applicant will be sent to the email address provided in the application form.

### **3.8 Review process**

If an application is unsuccessful, the applicant may request a review within 10 business days of the National Authority providing notice of the original decision.

If a request for review is made, an Appeals Officer from within the Department of Climate Change and Energy Efficiency will be appointed to review the application.

A final determination by the Appeals Officer will be provided to the head of the National Authority within 10 business days of receipt of the hard copy request for review, unless notice has been provided to the appellant that more time or further information is required to perform the review.

The Appeals Officer's determination will be considered by the National Authority in making its final decision. The final decision will be communicated to the appellant no later than five business days after the Appeals Officer's determination is communicated to the National Authority.

To initiate a review, please complete the request for review form provided at Attachment C and send it electronically and in hard copy to:

Email: [DFP@climatechange.gov.au](mailto:DFP@climatechange.gov.au)

Post: National Authority for the CDM and JI  
Department of Climate Change and Energy Efficiency  
GPO Box 854  
Canberra ACT 2601  
AUSTRALIA

There will be no further or alternative review processes. The Administrative Appeals Tribunal does not have jurisdiction to consider decisions made by the National Authority for the CDM and JI.

## Attachment A: Example Letter of Approval

[Reference number]

[Date]

[Applicant's address]

Dear sir/madam

The Department of Climate Change and Energy Efficiency, acting as Australia's Designated Focal Point (DFP), in accordance with Article 6 of the Kyoto Protocol to the United Nations Framework Convention on Climate Change (UNFCCC) and relevant decisions adopted by the Conference of the Parties to the UNFCCC serving as the meeting of the Parties to the Kyoto Protocol:

Referring to:

- Project title:
- Project Participant:
- Host Party:
- Accredited Independent Entity:

Declares that:

- The Government of Australia has ratified the Kyoto Protocol.
- Australia participates in the flexibility mechanisms of the Kyoto Protocol on a voluntary basis.
- This letter constitutes the DFP's approval, as required by Article 6 of the Kyoto Protocol and paragraph 31(a) and 33(a) of the annex to 9/CMP.1, of the Joint Implementation (JI) project activity.
- This letter constitutes the DFP's authorisation, as required by Article 6 of the Kyoto Protocol and paragraph 29 of the annex to 9/CMP.1, of *[insert name of Project Participant]*'s involvement as a Project Participant in the JI project activity.
- In granting approval and authorisation, the DFP has not considered those matters that fall within the responsibility of:
  - the Host Party;
  - the Accredited Independent Entity under Track 2 JI or equivalent auditing body under Track 1 JI; or
  - the JI Supervisory Committee.
- This letter does not imply or provide a commitment on the part of the Australian Government to support the project activity in the event that it is unable to proceed.
- This letter does not constitute an endorsement of the JI project activity or a representation that any Host Party legal or environmental requirements will be fulfilled.
- This letter in no way guarantees Determination of the project or the issuance of Emission Reduction Units as a result of the project.

Signed

Date

.....

/ /

Australia's National Authority for the CDM and JI

## Attachment B: JI Letter of Approval application and declaration of compliance

*[To be provided on the Applicant's official letterhead<sup>3</sup>]*

"Insert date"

National Authority for the CDM and JI  
Department of Climate Change and Energy Efficiency  
GPO Box 854  
Canberra ACT 2601  
AUSTRALIA

Dear sir/madam

### Re: JI Letter of Approval application

**[Delete if the Applicant is an individual (i.e. a natural person)]** On behalf of "Insert name of applicant" (*Applicant*), I am requesting written approval from Australia's Designated Focal Point of the below Joint Implementation project activity and the Applicant's participation in the project activity as a Project Participant:

**[Delete if the Applicant is a non-individual (e.g. a company)]** I (*Applicant*) am requesting written approval from Australia's Designated Focal Point of the below Joint Implementation project activity and my participation in the project activity as a Project Participant:

Project information	
Name of project	"Insert name of project"
Host Party	"Insert Host Party"
Applicant's name	"Insert Applicant's name"
Applicant's business hours phone number	"Insert Applicant's business hours phone number"
Applicant's email address	"Insert Applicant's email address"
Applicant's postal address	"Insert Applicant's postal address"
Applicant's Australian National Registry of Emissions Units account name and number <i>Note: the Registry account holder and the Applicant must be the same person.</i>	"Insert Registry account name and number"
Has the project been denied approval by another Annex I Party DFP? <sup>4</sup>	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide the contact details of the DFP involved and attach an explanation as to why approval was denied.	"Insert contact details of the DFP involved"

<sup>3</sup> Please note that Applicants may only add requested information to this form. Any other modifications or additions will not be considered and will result in the application being deemed incomplete.

<sup>4</sup> To check boxes in Microsoft Word, double click on the box and select 'checked'.

## Declaration of compliance

The Applicant agrees, represents and warrants that:

1. the project activity and the Applicant's participation in the project activity comply with all applicable internationally agreed guidelines and rules governing Joint Implementation, including the Kyoto Protocol and the decisions of the Conference of the Parties to the UNFCCC serving as the meeting of the Parties to the Kyoto Protocol;
2. the Applicant will take all reasonable steps to ensure that the project activity will comply with the Project Design Document (or, for a Track 1 JI project, the equivalent document required by the Host Party) as received by Australia's Designated Focal Point in this Letter of Approval application<sup>5</sup>;
3. **[Delete if the project has been subject to a final Determination under Track 2 JI or the equivalent Host Party Process under Track 1 JI]** the Applicant will inform the Designated Focal Point when the project has been subject to a final Determination under Track 2 JI or the equivalent Host Party process under Track 1 JI;
4. **[Delete if the project has not been subject to a final Determination under Track 2 JI or the equivalent Host Party process under Track 1 JI]** "Insert name of project" has been subject to a Determination by the Joint Implementation Supervisory Committee on "Insert date" or the equivalent Host Party process under Track 1 JI;
5. the information supplied in this application and the attached documents is correct and not misleading by inclusion or omission;
6. the Applicant will perform, and is fully responsible for, the performance of any functions required of a Project Participant pursuant to the *Guidelines for the implementation of Article 6 of the Kyoto Protocol* (9/CMP.1), and any additional requirements imposed by the internationally agreed JI rules or the Host Party;
7. the Applicant understands that Australia's Designated Focal Point will not consider those matters that fall within the competence of:
  - 7.1. "Insert name of Host Party" , acting as Host Party in respect of the project;
  - 7.2. "Insert name of Accredited Independent Entity or equivalent body under Track 1 JI" , appointed by the proposed Project Participants as an Accredited Independent Entity or equivalent auditing body in respect of the project; or
  - 7.3. **[Delete as appropriate]** The Host Party Designated Focal Point, "Insert name of Designated Focal Point" / the Joint Implementation Supervisory Committee;
8. the Applicant is the account holder of an account in the Australian National Registry of Emissions Units;

---

<sup>5</sup> To ensure that this requirement is met, it is good practice for Applicants:

- in the case of Track 2 JI projects, to wait until the project activity has been subject to Determination by an Accredited Independent Entity before submitting this Letter of Approval application;
- in the case of Track 1 JI projects, to wait until the project activity has been subject to the Host Party's Track 1 assessment procedures before submitting this Letter of Approval application; and
- to seek to ensure conformity of the project activity with the Project Design Document (or, for a Track 1 JI project, the equivalent document required by the Host Party) through contractual or other arrangements with other Project Participants.

9. the Applicant has read and understood *Australia's National Guidelines and Procedures for Approving Participation in Joint Implementation Projects*;
10. the Applicant has been given approval to collect, and communicate to third parties, any personal information contained in this Letter of Approval application process, including information contained in the Project Design Document (or, for a Track 1 JI project, the equivalent document required by the Host Party);
11. the Applicant consents to Australia's Designated Focal Point disclosing any information provided in this Letter of Approval application process to other entities and Commonwealth Government agencies for the purpose of assessing eligibility to receive a Letter of Approval;
12. the Applicant consents to Australia's Designated Focal Point accessing, for proof of identity purposes, any personal information supplied to the Department of Climate Change and Energy Efficiency /Australian Climate Change Regulatory Authority in its application for an account in the Australian National Registry of Emissions Units;
13. the Applicant consents to the Department of Climate Change and Energy Efficiency and Australia's Designated Focal Point publishing the following information related to the JI project activity:
  - 13.1. project name;
  - 13.2. Applicant's name;
  - 13.3. Host Party name;
  - 13.4. date of issuance or refusal of the Letter of Approval;
  - 13.5. reasons for refusal of the Letter of Approval (if applicable); and
  - 13.6. project status;
14. the Applicant understands that giving false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth); and
15. the person who signs this application below is legally authorised to bind the Applicant and the signatures below are provided in the manner necessary to so bind.

A copy of the Project Design Document (or, for a Track 1 JI project, the equivalent document required by the Host Party) is attached

☐

**[Delete if the Host Party Letter of Approval is not available]** A copy of the Host Party Letter of Approval is attached

☐

**[Delete if the Host Party Letter of Approval is available]** The Applicant will forward a copy of the Host Party Letter of Approval to Australia's Designated Focal Point as soon as practicable

☐



Signed by or on behalf of the Applicant:

Name of Applicant: "Insert name of Applicant"	
<b>Signature 1</b>	<b>Signature 2 (if applicable)</b>
Signature:	Signature:
Name of signatory: "Insert name of signatory"	Name of signatory: "Insert name of signatory"
Position: "Insert position"	Position: "Insert position"
Place of signature: "Insert place of signature"	Place of signature: "Insert place of signature"
Date: "Insert date"	Date: "Insert date"
<b>Witness</b>	<b>Witness</b>
In the presence of:	In the presence of:
Signature of witness:	Signature of witness:
Name of witness: "Insert name of witness"	Name of witness: "Insert name of witness"
Date: "Insert date"	Date: "Insert date"

Has this form been signed by a person legally authorised to bind the Applicant?

☐ Yes ☐ No

Please send the completed form with all necessary attachments to:

Email: [DFP@climatechange.gov.au](mailto:DFP@climatechange.gov.au)

and

Post: National Authority for the CDM and JI  
Department of Climate Change and Energy Efficiency  
GPO Box 854  
Canberra ACT 2601  
AUSTRALIA

The information supplied to the National Authority for the CDM and JI in this application will be used to assess the application and for the purpose of communication with the Applicant. This information may be disclosed to other entities and Commonwealth Government agencies including the Australian Department of Foreign Affairs and Trade (DFAT) and AusAID for the purpose of assessing the application. The National Authority is authorised under the Commonwealth's executive power to collect the information requested in this application.

## Attachment C: JI request for review

*[To be provided on the Applicant's official letterhead<sup>6</sup>]*

"Insert date"

National Authority for the CDM and JI  
Department of Climate Change and Energy Efficiency  
GPO Box 854  
Canberra ACT 2601  
AUSTRALIA

Dear sir/madam

I wish to request a review of Australia's Designated Focal Point's decision not to issue a Letter of Approval for the following project:

Project information	
Name of project	"Insert name of project"
Host Party	"Insert Host Party"
Applicant's name	"Insert Applicant's name"
Applicant's business hours phone number	"Insert Applicant's business hours phone number"
Applicant's email address	"Insert Applicant's email address"
Applicant's postal address	"Insert Applicant's postal address"
Application reference number <i>Guidance: this is the application reference quoted in the decision notification.</i>	"Insert application reference number"
Date of initial Letter of Approval application	"Insert date of initial Letter of Approval application"
Reasons for request for review (please provide a separate attachment if necessary)	"Insert reasons for request for review"

In doing so, I "Insert name" ("Insert ABN/ACN if applicable" ) of "Insert full address" represent and warrant that:

1. I understand that giving false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth).
2. I am legally authorised to bind the Applicant and the signatures below are provided in the manner necessary to so bind.

---

<sup>6</sup> Please note that Applicants may only add requested information to this form. Any other modifications or additions will not be considered and will result in the application being deemed incomplete.

Signed by or on behalf of the Applicant:

Name of Applicant: "Insert name of Applicant"			
<b>Signature 1</b>		<b>Signature 2 (if applicable)</b>	
Signature:		Signature:	
Name of signatory:	"Insert name of signatory"	Name of signatory:	"Insert name of signatory"
Position:	"Insert position"	Position:	"Insert position"
Place of signature:	"Insert place of signature"	Place of signature:	"Insert place of signature"
Date:	"Insert date"	Date:	"Insert date"
<b>Witness</b>		<b>Witness</b>	
In the presence of:		In the presence of:	
Signature of witness:		Signature of witness:	
Name of witness:	"Insert name of witness"	Name of witness:	"Insert name of witness"
Date:	"Insert date"	Date:	"Insert date"

Has this form been signed by a person legally authorised to bind the Applicant?

☐ Yes      ☐ No

Please send the completed form to:

Email: [DFP@climatechange.gov.au](mailto:DFP@climatechange.gov.au)

and

Post: National Authority for the CDM and JI  
Department of Climate Change and Energy Efficiency  
GPO Box 854  
Canberra ACT 2601  
AUSTRALIA

The information supplied to the National Authority for the CDM and JI in this application will be used to assess the application and for the purpose of communication with the Applicant. This information may be disclosed to other entities and Commonwealth Government agencies including the Australian Department of Foreign Affairs and Trade (DFAT) and AusAID for the purpose of assessing the application. The National Authority is authorised under the Commonwealth's executive power to collect the information requested in this application.