



Annex 12

**PROCEDURES FOR THE WITHDRAWAL OF SUBMISSIONS
UNDER THE VERIFICATION PROCEDURE
UNDER THE JOINT IMPLEMENTATION SUPERVISORY COMMITTEE**



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Version 01

A. Background

1. Paragraphs 30–45 of the annex to decision 9/CMP.1 on guidelines for the implementation of Article 6 of the Kyoto Protocol (hereinafter referred to as JI guidelines) define the verification procedure under the Joint Implementation Supervisory Committee (JISC) (hereinafter referred to as Track 2 procedure).
2. The procedures on public availability of documents under the verification procedure under the JISC define procedures regarding the publication of:
 - (a) Project design documents (PDDs);
 - (b) Determinations regarding PDDs pursuant to paragraph 33 of the JI guidelines (hereinafter referred to as determinations);
 - (c) Monitoring reports; and
 - (d) Determinations of emission reductions or enhancements of removals pursuant to paragraph 37 of the JI guidelines (hereinafter referred to as verifications).
3. The present document regulates how submissions under the Track 2 procedure can be withdrawn, as well as the effects of such withdrawals.

B. Procedures for the withdrawal of submissions

1. Project design documents

4. Published PDDs may be withdrawn by the submitting (accredited) independent entity (IE), unless a corresponding determination has already been submitted. In the latter case, the determination could be withdrawn in accordance with paragraphs 7–11 below.
5. In order to withdraw a PDD in accordance with paragraph 4 above, the IE shall send a written, duly signed statement to this effect to the secretariat via email (ji-info@unfccc.int or secretariat@unfccc.int) or fax (+49 228 815 1999).
6. PDDs withdrawn pursuant to paragraphs 4–5 above shall be marked accordingly on the UNFCCC JI website and cannot be used as the basis for determinations.

2. Determinations

7. Published positive determinations may be withdrawn by the project participants in accordance with the relevant modalities of communication via email (ji-info@unfccc.int or secretariat@unfccc.int) or fax (+49 228 815 1999), unless the positive determination is not yet final in accordance with paragraph 35 of the JI guidelines. In the latter case, a written, duly signed withdrawal statement shall be sent to the secretariat by the submitting accredited IE via email (ji-info@unfccc.int or secretariat@unfccc.int) or fax (+49 228 815 1999).
8. Determinations withdrawn pursuant to paragraph 7 above, as well as the corresponding PDDs, shall be marked accordingly on the UNFCCC JI website and cannot be used as the basis for further submissions (in particular monitoring reports and verifications).



Joint Implementation Supervisory Committee

9. If a determination is withdrawn pursuant to paragraph 7 above before a verification is submitted, any advance payment on the fee for processing of verification reports above USD 30,000 shall be reimbursed in accordance with the provisions for the charging of fees to cover administrative costs relating to the activities of the JISC. In this case the withdrawal request referred to in paragraph 7 above shall include the beneficiary of the remittance and relevant account information.

10. The JISC and the Parties involved shall be informed on any withdrawal in accordance with paragraph 7 above.

11. If a submitted determination shall be withdrawn before publication, but after an advance payment on the fee for processing of verification reports was effected:

- (a) A written, duly signed statement to this effect shall be sent to the secretariat by the submitting accredited IE via email (ji-info@unfccc.int or secretariat@unfccc.int) or fax (+49 228 815 1999);
- (b) Any advance payment above USD 30,000 shall be reimbursed in accordance with the provisions for the charging of fees to cover administrative costs relating to the activities of the JISC to the remitter; and
- (c) The corresponding PDD shall be marked as being withdrawn on the UNFCCC JI website and cannot be used as the basis for a determination anymore.¹

12. Any advance payment above USD 30,000 shall also be reimbursed in accordance with the provisions for the charging of fees to cover administrative costs relating to the activities of the JISC to the remitter in all cases where a published submission is not accepted as a final positive determination in accordance with paragraph 35 of the JI guidelines.

3. Monitoring reports

13. Published monitoring reports may be withdrawn by the project participants in accordance with the relevant modalities of communication via email (ji-info@unfccc.int or secretariat@unfccc.int) or fax (+49 228 815 1999), unless a corresponding verification has already been submitted. In the latter case, the verification could be withdrawn in accordance with paragraph 15 below.

14. Monitoring reports withdrawn pursuant to paragraph 13 above shall be marked accordingly on the UNFCCC JI website and cannot be used as the basis for verifications.

¹ If a submitted determination shall be deleted from the JI information system before an advance payment on the fee for processing of verification reports was effected, the submitting accredited IE shall inform the secretariat accordingly, and the determination shall be removed from the JI information system and be treated as not having been submitted.



Joint Implementation Supervisory Committee

4. Verifications

15. If a submitted verification shall be withdrawn before publication, but after the fee for processing of the verification report was effected:

- (a) A written, duly signed statement to this effect shall be sent to the secretariat by the submitting accredited IE via email (ji-info@unfccc.int or secretariat@unfccc.int) or fax (+49 228 815 1999);
- (b) Any fee for processing of the verification report effected and not covered by an advance payment in accordance with the provisions for the charging of fees to cover administrative costs relating to the activities of the JISC shall be reimbursed to the remitter upon request; and
- (c) The corresponding monitoring report shall be marked as being withdrawn on the UNFCCC JI website and cannot be used as the basis for a verification anymore.²

² If a submitted verification shall be deleted from the JI information system before the fee for processing of the verification report was effected, the submitting accredited IE shall inform the secretariat accordingly, and the verification shall be removed from the JI information system and be treated as not having been submitted.