



Annex 4

**CLARIFICATION REGARDING THE PUBLIC AVAILABILITY OF DOCUMENTS
UNDER THE VERIFICATION PROCEDURE UNDER THE
JOINT IMPLEMENTATION SUPERVISORY COMMITTEE (VERSION 03)**

**Joint Implementation Supervisory Committee****CLARIFICATION REGARDING THE PUBLIC AVAILABILITY OF DOCUMENTS
UNDER THE VERIFICATION PROCEDURE UNDER THE
JOINT IMPLEMENTATION SUPERVISORY COMMITTEE**Version **03**~~02~~

<i>Revision history of the document</i>		
Document version	Adoption	Revision
Version 01	JISC 06 ¹	Initial adoption of the document developed on the basis of the experience gained to date
Version 02	JISC 08	Revision to reflect the adoption by the JISC of “Modalities of communication of project participants with the Joint Implementation Supervisory Committee”
Version 03	JISC 13	Revision to clarify requirements to be met when making a monitoring report or a determination regarding reported emission reductions or enhancements of removals publicly available on the UNFCCC JI website

¹ Sixth meeting of the Joint Implementation Supervisory Committee



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1. With a view to ensuring the consistency of the submissions and streamlining the publication of documents under the verification procedure under the Joint Implementation Supervisory Committee (JISC), the JISC requests the secretariat to perform a completeness check of the documents submitted by accredited independent entities (AIEs) to be made publicly available on the UNFCCC JI website in order to ensure that the requirements listed in paragraphs 2–5 below ~~and 3 below~~ are met.

2. When making a project design document (PDD) and any supporting documentation publicly available on the UNFCCC JI website in accordance with paragraph 32 of the annex to decision 9/CMP.1 (hereinafter referred to as JI guidelines), inter alia, the following requirements shall be met:

- (a) The correct version of the “joint implementation project design document form”, the “joint implementation land use, land-use change and forestry project design document form”, the “joint implementation project design document form for small-scale projects” or the “form for submission of bundled joint implementation small-scale projects”, as applicable, shall be used;
- (b) All documents submitted shall be correctly referenced;
- (c) All documents and annexes listed in the table of contents of the PDD shall be submitted;
- (d) All documents shall be submitted in English, unless an official translation into English is provided;
- (e) All the information marked as confidential or proprietary shall be submitted. Information used to determine whether reductions in anthropogenic emissions by sources or enhancements of anthropogenic removals by sinks are additional, to describe the baseline methodology and its application, and to support an environmental impact assessment referred to in paragraph 33 (d) of the JI guidelines, shall not be considered as proprietary or confidential.

3. When making a determination and any supporting documentation publicly available on the UNFCCC JI website in accordance with paragraph 34 of the JI guidelines, inter alia, the following requirements shall be met:

- (a) The correct version of the “joint implementation project design document form”, the “joint implementation land use, land-use change and forestry project design document form”, the “joint implementation project design document form for small-scale projects” or the “form for submission of bundled joint implementation small-scale projects”, as applicable, shall be used;
- (b) The correct version of the “JI determination report form” shall be used;
- (c) All documents submitted shall be correctly referenced;
- (d) All documents and annexes listed in the table of contents of the PDD, **in the “JI determination report form”** and in the list of documents presented together with the determination report form shall be submitted;
- (e) All the documents shall be submitted in English, unless an official translation into English is provided;

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- (f) All the information marked as confidential or proprietary shall be submitted. Information used to determine whether reductions in anthropogenic emissions by sources or enhancements of anthropogenic removals by sinks are additional, to describe the baseline methodology and its application, and to support an environmental impact assessment referred to in paragraph 33 (d) of the JI guidelines, shall not be considered as proprietary or confidential;
- (g) The project approvals submitted shall be unconditional and in writing and clearly identify the project for which the approval is granted. An official translation of an approval into English shall be provided, in case the original is not issued in English;
- (h) Project participants have to be identified consistently throughout the whole submission of a determination. An authorisation of a legal entity to participate in a JI project shall clearly identify the legal entity listed in the PDD, for which the authorisation is granted. An official translation of an authorisation into English shall be provided, in case the original is not issued in English. The modalities of communication shall clearly identify the project participant(s) nominated as focal point(s) for handling communications with the JISC, provide contact information² and be signed by all project participants.

4. When making a monitoring report and any supporting documentation publicly available on the UNFCCC JI website in accordance with paragraph 36 of the JI guidelines, inter alia, the following requirements shall be met:

- (a) **All documents submitted shall be correctly referenced;**
- (b) **All documents shall be submitted in English, unless an official translation into English is provided;**
- (c) **All the information marked as confidential or proprietary shall be submitted. Information used to determine whether reductions in anthropogenic emissions by sources or enhancements of anthropogenic removals by sinks are additional, to describe the baseline methodology and its application, and to support an environmental impact assessment referred to in paragraph 33 (d) of the JI guidelines, shall not be considered as proprietary or confidential.**

5. When making a determination regarding reported emission reductions or enhancements of removals (hereinafter referred to as verification) and any supporting documentation publicly available on the UNFCCC JI website in accordance with paragraph 38 of the JI guidelines, inter alia, the following requirements shall be met:

- (a) **The correct version of the "JI verification report form" shall be used;**
- (b) **All documents submitted shall be correctly referenced;**
- (c) **All documents and annexes listed in the "JI verification report form" and in the list of documents presented together with the verification report form shall be submitted;**

² The tabular format for providing contact information on project participants included in the JI project design document forms as an annex should be used in modalities of communication. The contact details shall include an email address.



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- (d) All the documents shall be submitted in English, unless an official translation into English is provided;**
- (e) All the information marked as confidential or proprietary shall be submitted. Information used to determine whether reductions in anthropogenic emissions by sources or enhancements of anthropogenic removals by sinks are additional, to describe the baseline methodology and its application, and to support an environmental impact assessment referred to in paragraph 33 (d) of the JI guidelines, shall not be considered as proprietary or confidential.**

4.6. The completeness check referred to in paragraph 1 above does not constrain the JISC members' responsibility to decide whether to request a review in accordance with paragraph 35 **or 39** of the JI guidelines.