

**Ministry of Natural Resources and Environmental Protection
of the Republic of Belarus**

**GUIDELINES AND PROCEDURES OF APPROVING JOINT
IMPLEMENTATION PROJECTS IN THE REPUBLIC OF
BELARUS**

Минск 2007

TABLE OF CONTENTS

Glossary	3
Introduction	6
1. Participation requirements	7
2. Institutional components of joint implementation mechanism in the Republic of Belarus	9
3. Procedure of implementation of joint implementation projects in the Republic of Belarus	10
4. Contact information	15
Conclusion	15

Appendices	16
-------------------	-----------

Appendix I. Resolution of the Council of Ministers of the Republic of Belarus No 1144 of September 5, 2006 “On Approving the Provision on the Procedure of Submission, Consideration and Monitoring of Joint Implementation Projects”.

The Provision on the procedure of submission, consideration and monitoring of joint implementation projects

Appendix II. Resolution of the Ministry of Natural Resources and Environment Protection No 10 of February 1, 2007 “On Measures to Implement the Resolution of the Council of Ministers of the Republic of Belarus No 1144 of September 5, 2006”.

Instruction on the procedure of conducting an integral evaluation of proposals on implementing joint implementation projects;

Instruction on the procedure of registering proposals on implementing joint implementation projects and joint implementation projects;

Appendices to Resolution of Environmental Ministry No 10 of 01.02.2007:

Appendix 1. Form of proposal on the implementation of a joint implementation project;

Appendix 2. Form of letter of support of implementation of a joint implementation project;

Appendix 3 Form of document on the organization of a joint implementation project;

Appendix 4 Form of letter of approval of a joint implementation project.

Glossary

UN Framework Convention on Climate Change (UN FCCC)	An international treaty adopted in New York on 9 May 1992. The ultimate objective of the Convention is to achieve stabilization of greenhouse gas concentrations in the atmosphere at a level that would prevent dangerous anthropogenic interference with the climate system.
UN FCCC Conference of Parties	The UN FCCC supreme body consisting of the countries which have ratified approved or acceded to the UN FCCC. Normally, its sessions are held annually.
Conference of Parties/Meeting of Parties (CP/MP)	The supreme body of the Convention is the Conference of Parties which acts as Meeting of the Parties in the Kyoto Protocol. CP and CP/MP sessions are held simultaneously in order to reduce costs and improve coordination between the Convention and the Protocol.
Kyoto Protocol (KP)	Kyoto Protocol to UN FCCC.
Annex 1 Party	The state included into Annex 1 to the UN Framework Convention on Climate Change.
Host Party	The Annex 1 Party on whose territory the JIP is being implemented.
Article 6 of Kyoto Protocol	The article on the transfer to or acquisition from any Annex 1 Party by any other such Party of emission reduction units obtained as a result of projects aimed at reducing anthropogenic greenhouse gas emissions from sources or increasing their absorption by sinks.
Joint implementation	Joint activity of Annex 1 parties aimed at reducing greenhouse gas emissions and/or increasing their absorption by sinks, under Article 6 of Kyoto Protocol.
Joint implementation project(JIP)	The block of documents meeting the requirements of the Provision on the Procedure of Submission, Consideration and Monitoring of Joint Implementation Projects and including a description of the joint implementation mechanism which ensures greenhouse gas emission reduction and/or increase of absorption in conformance with Article 6 of Kyoto Protocol.

Emission reduction unit (ERU)	A unit introduced as per respective annexes to decision 13/CMP.1. It equals one metric ton of carbon dioxide equivalent calculated using the global warming potentials defined in decision 2/CP.3 or subsequently amended in conformance with Article 5.
Baseline of greenhouse gas emissions	Amount of greenhouse emissions expressed in metric tons of carbon dioxide equivalent. These are the emissions which would be registered in the absence of a JIP. The baseline is used for calculating the additional emission reduction attributed to the project, i.e. the number of emission reduction units which may be transferred to the project investor.
Baseline of absorption by greenhouse gas sinks	Amount of greenhouse gas absorption, expressed in metric tons of carbon dioxide equivalent, by GHG sinks within a certain time period under the existing operation conditions without the implementation of the joint implementation project
Assigned amount	The amount of greenhouse gases emission calculated by Annex 1 Party in accordance with Article 3, para.7 and 8 for the first commitment period (2008-2012).
Supervisory Committee under Article 6 of Kyoto Protocol (JIP Supervisory Committee)	The body responsible for supervising joint implementation projects implemented by Track 2. Its composition and functions are defined in decision 9/CMP.1 “Guidelines for Implementation of Article 6 of Kyoto Protocol”.
JIP Track 1	If a Party fulfils all conditions of access to the joint implementation mechanism, the joint implementation project registration, its implementation progress monitoring and check of its results are conducted fully in line with the procedures and performed by authorized national bodies of the Host Party (decision 9/CMP.1, para. 23).
JIP Track 2	If a Party fails to fulfill all conditions of access to the JIP mechanisms, the projects must be implemented in conformance with the rules and procedures worked out by the Supervisory Committee and approved by the Conference of Parties which acts as the Meeting of KP Parties (Montreal, 2005 - decision 9/CMP.1, para. 24).

Designated focal point	The state inter-departmental commission on climate change.
JIP Secretariat	The Ministry of Natural Resources and Environment Protection (Section of state control over the impact on climate).
Independent expert organization	The organization accredited as an independent consultant in conformance with the decision of the Conference of Parties in the UN Framework Convention on Climate Change, which conducts expert evaluation of projects ensuring greenhouse gas emission reduction and/or absorption under Article 6 of Kyoto Protocol and evaluates the results.
Joint implementation project initiator	Organization which initiates and/or implements a joint implementation project.
Complex joint implementation project	One or several joint implementation projects implemented on the basis of several sites (sources) of greenhouse gas emissions upon submitting a single proposal for implementing such projects.
PIN	Proposal on implementing a joint implementation project or a complex joint implementation project (Project idea note).
PDD	Project design document.
Letter of support	The Environmental Ministry issues a letter supporting the proposal on implementing a joint implementation project.
Letter of approval	The Environmental Ministry addresses a letter of approval of a joint implementation project to the appropriate state body which submitted a PPD. Then it is handed over to the project initiator.
Memorandum of understanding	To be concluded between the Environmental Ministry and the foreign investor on the conditions of the JIP implementation and transfer of ERUs.
Determination	International assessment of the PDD by an independent expert organization.
Verification	Check and confirmation of declared indices in the process of implementing a joint implementation projects by an independent expert organization.

Introduction

From the moment of signing the UN FCCC, work on drafting legislative documents has been under way in the Republic of Belarus for regulating greenhouse gas emissions and creating a legislative and institutional basis for implementing measures in the area of climate change. The main legislative acts defining the key elements of the state policy on climate and necessary for the participation of Belarus in the joint implementation projects are:

- **Provision on State Interdepartmental Commission on Climate Change¹**. This document defines the composition, aims and powers of the Commission which is a high-level body created for regulating the relations connected with impact on the climate and ensuring the fulfillment of the commitments under the international agreements on resolving the global problem of climate change. In particular, the Commission, on behalf of the Government, considers and approves measures within the framework of Kyoto Protocol mechanisms (trade in greenhouse gas emissions, joint implementation and clean development projects), reports on conducting greenhouse gas inventories and the inventory, and performs other required procedures in line with the Kyoto Protocol provisions. The Commission is headed by deputy Prime-Minister of the Republic of Belarus supervising economic issues.

- **Provision on the Procedure of Submission, Consideration and Monitoring of Joint Implementation Projects²**. This document establishes national procedures on joint implementation projects which include the procedure of submission and consideration of proposals on project implementation (PIN) and receiving a letter of support, the procedure of submission and consideration of the project development document (PDD) and receiving a letter of approval, and the procedure of checking and monitoring the project implementation.

- **Resolution on Measures to Implement the Resolution of the Council of Ministers of the Republic of Belarus No 1144 of September 5, 2006³**. The document establishes the procedure of conducting a PIN and PDD evaluation, the procedure of their registration and issuance of letters of support and approval, the forms of such letters, the forms of PIN and PDD.

- **Provision on the National Registry of Carbon Units of the Republic of Belarus⁴**. The documents sets out that the National Registry of Carbon Units is created for accounting issuance, storage, transaction, purchase, cancellation and withdrawal from circulation of GHG emission reduction units, certified emission reduction units, assigned amount units and removal units, and also transfer of emission reduction units, certified emission reduction units and assigned amount units for the next commitment period under Kyoto Protocol. The document establishes that the National Registry of Carbon Units of the Republic of Belarus is made and kept by the Ministry of Natural Resources and Environment Protection.

¹ - Resolution of the Council of Ministers of the Republic of Belarus No 1145 of September 05, 2006

² - Resolution of the Council of Ministers of the Republic of Belarus No1144 of September 05, 2006

³ - Resolution of the Ministry of Natural Resources and Environment Protection of the Republic of Belarus No10 of February 1, 2007.

⁴ - Resolution of the Council of Ministers of the Republic of Belarus No 1077 of August 25, 2006.

- **Instruction on the Procedure of Forming and Keeping the National Registry of Carbon Units of the Republic of Belarus**⁵. This document adopts the procedure of forming and keeping the above National Registry. The operator of the National Registry is the Republic Scientific and Research Unitary Enterprise “Ecology” (RUE “BRC “Ecology”), on the premises of which the required equipment is installed and conditions are created for its continuous operation and information protection from unauthorized access.

This document discusses the issues of implementing joint implementation mechanisms in the Republic of Belarus.

Within the framework of joint implementation projects, certain countries which under Annex B have undertaken commitments to limit and reduce greenhouse emissions, may invest resources into projects on reduction of greenhouse gas emissions and/or increase of their absorption in other countries from the same list and purchase the emission reduction (increase of absorption) amounts attained as a result of implementing such projects. The country where the project has been implemented is under obligation thereat to decrease its emission budget by the amount of transacted emissions, while the country which has purchased such reductions may add them to its emissions budget and obtain the right for additional emissions in excess of its assigned amount.

As a result of a joint implementation project, emission reduction units (ERUs) are generated which are extracted from the baseline of emissions and measured in tons of CO₂ equivalent.

Schematically, a JIP represents the following: The Party to the Protocol experiencing problems in fulfilling its commitments under the Kyoto Protocol is prepared to invest into a project implementation in another Party. The “emission reduction units” (ERUs) obtained as a result of such projects may be transferred to the investing Party as a set-off of its commitments.

The Republic of Belarus has created an organizational structure for joint implementation and approved the necessary procedures and the legislative framework. There are several organizations in Belarus which act as joint implementation project developers, there exist a lot of potential objects for greenhouse gas emission reduction. Around 80 joint implementation projects are proposed in such priority areas as replacement of fossil fuel for wood fuel, hydraulic potential of small rivers, wind and solar energy, biogas, utilization of methane from waste disposal sites and agricultural production wastes, energy saving and the use of secondary energy resources.

1. Participation requirements

The guidelines on the application of Article 6 of Kyoto Protocol and main requirements to the participation of Parties in the joint implementation mechanism are described in many decisions of conferences and meetings of Parties, including the following decisions: 2/CMP.1, 3/CMP.1, 9/CMP.1, 11/CMP.1, 13/CMP.1, 15/CMP.1, 16/CMP.1, 19/CMP.1, 20/CMP.1 and 22/CMP.1, 3/CP.7, 16/CP.7, 19/CP.7, 24/CP.7., etc.

⁵ - Resolution of the Ministry of Natural Resources and Environment Protection of the Republic of Belarus No 4 of January 22, 2007.

Pursuant to decision 9/CMP.1, the right of an Annex 1 Party, which has undertaken a commitment set out in Annex B, to take part in the mechanism under Article 6 of Kyoto Protocol depends on the following conditions:

- (a) the country must be a Party to Kyoto Protocol;
- (b) its assigned amount under Article 3, para. 7 and 8, must be calculated and registered in conformance with decision 13/CMP.1 (Conditions of accounting assigned amounts);
- (c) the national system of estimating anthropogenic emissions from sources and absorption by sinks of greenhouse gases has been created in conformance with KP Article 5, para. 1, and the requirements contained in the guidelines adopted pursuant to it;
- (d) the national registry has been created in conformance with KP Article 7, para. 4;
- (e) the Party has annually submitted the last required inventory of anthropogenic emissions from sources and absorptions by sinks of greenhouse gases in conformance with the methodological requirements in KP Article 5, para. 2 and the requirements for submitting information in KP Article 7, para. 1. For the first commitment period, the quality evaluation required for the purposes of determining the right to use the mechanisms is limited to those parts of the inventory which relate to greenhouse emissions from the categories of sources in the sectors listed in Annex A to Kyoto Protocol and presented in the annual inventory of sinks;
- (f) the Party submits additional information on the assigned amount in conformance with Article 7, para. 1, and the requirements set out in the guidelines adopted pursuant to it, and makes additions to and extractions from the assigned amount in conformance with KP Article 3 para. 7 and 8, including the activity under Article 3, para. 3 and 4, in conformance with Article 7, para. 4, and the requirements in the guidelines adopted pursuant to it.

In order to take part in a JIP, each Party must inform the UN FCCC Secretariat on the following:

- existence of a designated focal point on approving joint implementation projects;
- availability of national JIP guidelines and procedures, including the consideration by stakeholders, as well as monitoring and checking.

There are two options of joint implementation projects:

Track 1: If a Party fulfils all conditions of access to the above mechanisms, the joint implementation project registration, its implementation progress monitoring and check of its results are conducted fully in line with the procedures and performed by authorized national bodies of the Host Party (decision 9/CMP.1, para. 23).

Track 2: If a Party fails to fulfill all conditions of access to the mechanisms, it still has an opportunity to implement joint implementation projects and transact emission reduction units (ERUs). To this end, the country must meet the minimum set of requirements, namely: be a Party to KP, create the national Registry of carbon units and calculate its assigned amount in conformance with Article 3, para. 7 and 8 and Registry it in conformance with decision 13/CMP.1. (decision 9/CMP.1, para. 21 a, b, d). In this case, projects must be implemented in conformance with the rules and procedures worked out by the Supervisory Committee and approved by the Conference of Parties which acts as the Meeting of KP Parties (Montreal, 2005 - decision 9/CMP.1, para. 24). The project results must be checked and approved by an independent accredited company. Such independent companies will also be accredited by the Supervisory Committee.

The Supervisory Committee under Article 6 performs supervision within the framework of Track 2 of joint implementation, in particular, over the work on checking the ERUs obtained in the course of JIP implementation.

The Annex 1 Party may authorize legal entities to take part in joint implementation projects entailing acquisition, transfer or purchase of ERUs. In this case, the Party is responsible for such participation to be in line with the rules and procedures of joint implementation projects. Such legal entities may only transfer or purchase ERUs if the authorized Parties enjoy the right for it.

When the Parties, pursuant to decision 10/CP.2, ratify the amendment to Annex B of Kyoto Protocol, the Republic of Belarus will be able to approve and Registry its assigned amount of GHG emissions. This will enable Belarus to take part in the joint implementation mechanism pursuant to KP Article 6, provided the Republic of Belarus abides by the requirements of decision 9/CMP.1 (para. 20,21).

By now, the Republic of Belarus has fulfilled the following requirements necessary for participation in JIP: Belarus is a Party to Kyoto Protocol, its national greenhouse gas inventory has already been created and functions, its assigned amount has been calculated, the country annually submitted the last required inventory of anthropogenic emissions from sources and absorption by sinks of greenhouse gases in conformance with the guidelines in KP Article 5, para. 2, and the requirements to submission of information under KP Article 7, para. 1, the national Registry of carbon units is ready for operation.

The country also has designated focal point on approving JIPs (State inter-departmental commission on climate change) and the national guidelines and procedures for approving JIPs (the present document).

Thus, after 75 percent of Parties to Kyoto Protocol have ratified decision 10/CP.2, the Republic of Belarus will be able to take part in JIPs under Track 2. By the end of the first commitment period Belarus has an intention to turn to Track 1 JIPs, and will create necessary legislative basis.

2. Institutional components of joint implementation mechanism in the Republic of Belarus

The legislative documents (see Introduction) define the conditions and regulations of the activity performed by governmental and executive bodies and legal entities within the joint implementation mechanism.

Apart from establishing procedures and conditions for adopting joint implementation projects in the national project cycle, the legislative documents listed in the Introduction define the conditions and framework of activity of the authorized bodies on joint implementation, the requirements to the activity of executive bodies and economic entities within the framework of joint implementation mechanism.

The authorized bodies on the implementation of joint implementation mechanism for reducing greenhouse gas emissions under Kyoto Protocol include the State inter-departmental commission on climate change, which plays the role of the designated focal point for approving joint implementation projects on behalf of the government, and the Ministry of Natural Resources and Environment Protection (Section of state control over the impact on climate),

which performs the functions of the Secretariat on joint implementation projects and issues letters of support and approval.

The main functions of the State inter-departmental commission on climate change, in terms of joint implementation activity, include:

- consideration and selection of joint implementation projects for subsequent consideration within the external cycle of determination and verification;
- identification of carbon units proposed for purchase and/or transfer (sale) during the project implementation period;
- consideration of proposals of state bodies and other organizations on joint financing of projects;
- review of progress reports on joint implementation projects under Kyoto Protocol, evaluation of their efficiency;
- resolution of other issues connected with the fulfillment of commitments under the Framework Convention on Climate Change and Kyoto Protocol.

An important role in the internal project cycle is played by the Ministry of Natural Resources and Environment Protection of the Republic of Belarus. This state management body has been vested with appropriate powers in resolving a number of procedural tasks:

- registration of joint implementation projects,
- provision of their preliminary analysis aimed at ensuring the abidance by formal requirements and criteria,
- check of completeness of project proposals and documents,
- issuance of letters of support,
- consideration of the project implementation document and its subsequent submission to the State inter-departmental commission on climate change,
- issuance of letters of approval on the basis of the decision by the State Commission,
- consideration and expert evaluation of reports on monitoring.

The Ministry also carries out support activity, e.g., it informs public, conducts training and provides consultations to potential applicants and developers, searches for investors, etc.

The state bodies managing emission sources, where the joint implementation projects are to be implemented, play the role of joint implementation project initiators (applicants). They are responsible for the project implementation after its approval and verification and for attaining by the project of the planned quantitative indices. They also carry out monitoring over the target use of carbon financing within the project implementation.

3. Procedure of implementation of joint implementation projects in the Republic of Belarus

Joint implementation procedure: the procedure of development, consideration, selection, approval and implementation of JIPs based on the earlier mentioned key documents:

Resolution of the Council of Ministers of the Republic of Belarus No 1144 of 05.09.2006 “On Approving the Provision on the Procedure of Submission, Consideration and Monitoring of Joint Implementation Projects” defines the procedure of submission, consideration and monitoring of joint implementation projects. This Resolution defines the procedure of

passing by the joint implementation project of the internal project cycle in line with the requirements of Kyoto Protocol.

Resolution of the Ministry of Natural Resources and Environment Protection of the Republic of Belarus No 10 of 1.02.2007 “On Measures to Implement the Resolution of the Council of Ministers of the Republic of Belarus No 1144 of 5.09.2006” defines the procedure of conducting an integral evaluation of PIN and PDD, the procedure of their registration and issuance of letters of support and approval, the forms of such letters, the forms of PIN and PDD.

In conformance with the above legislative documents, the procedure of passing by the project of the internal cycle includes three main stages:

- stage of project initiation and obtaining a letter of support to the joint implementation project proposal;
- stage of preparing a document on project development and obtaining a letter of approval of the joint implementation project;
- project implementation and monitoring.

Schematically, the cycle of joint implementation project passing through the national procedures is shown in Fig. 1. The procedure of a joint implementation project implementation is described in more detail below.

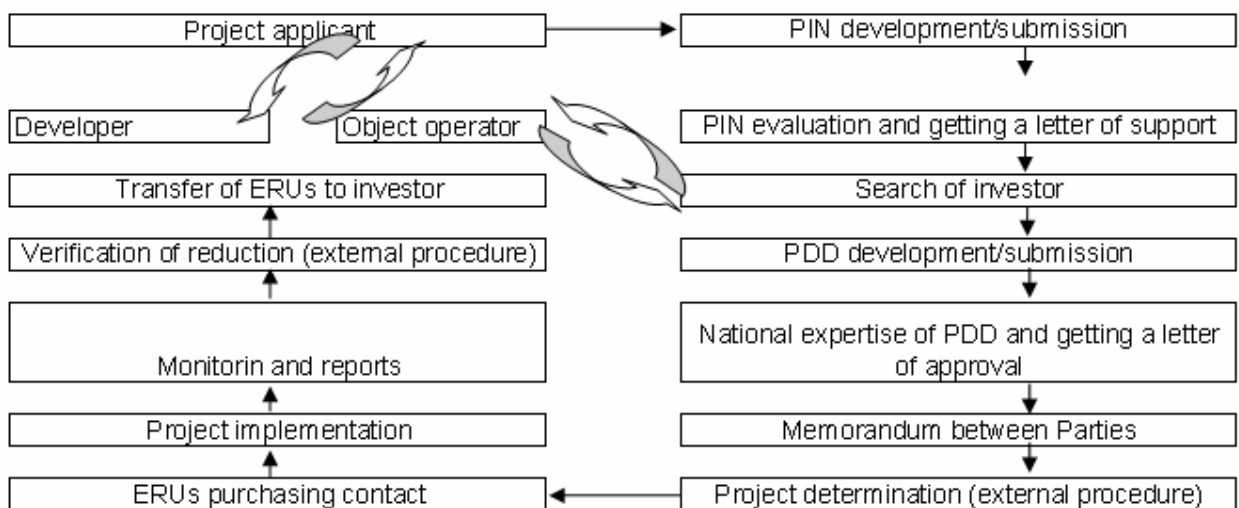


Fig. 1: Diagram of joint implementation project passing through national procedures

Preliminary selection of JIP implementation proposals

State-owned enterprises and organizations, non-government enterprises and organizations, as well as other legal entities submit to the republican management bodies, regional executive committees and Minsk city executive committee (depending on their affiliation) proposals on project implementation (PIN).

Then the republican management bodies and other government organizations subordinated to the Government of the Republic of Belarus, as well as regional executive committees and Minsk city executive committee conduct a preliminary selection of the filed proposals, taking into account environmental or energy audits, or other grounded recommendations.

The proposals on joint implementation projects or complex joint implementation projects are submitted by the state bodies to the Ministry of Natural Resources and Environment Protection by the form prescribed by the Environmental Ministry.

All project proposals are registered at the Environmental Ministry.

The Environmental Ministry considers the joint implementation project proposals within 30 days from the moment of their submission on the basis of the Provision on the procedure of conducting an integral evaluation of such projects, adopted by the Environmental Ministry. The integral evaluation of joint implementation project proposals (PIN) is conducted by an expert group. The results of the integral evaluation of joint implementation project proposals are formalized in the conclusion on the conformity of such projects with the following requirements:

- Conformity with the Strategy of greenhouse gas emission reduction and increase of absorption by sinks in the Republic of Belarus for 2007 - 2012, adopted by the Resolution of the Council of Ministers of the Republic of Belarus No 1155 of September 7, 2006 (National Registry of Legislative Acts of the Republic of Belarus, 2006, No 148, 5/22879);
- Absence of conflicts with national interests,
- Analysis of economic indices,
- Quality evaluation of defining the baseline in the joint implementation project proposal,
- Proof of abidance by the complementarity principle in the joint implementation project proposal.

Upon the proposal consideration, the Environmental Ministry issues a letter of support to the joint implementation project proposal by the form prescribed by the Environmental Ministry or a justified refusal to issue such a letter.

Submission and consideration of JIPs

On the basis of the letter of support of the joint implementation project proposal, a document on the project development and other documents are compiled in conformance with the legislation of the Republic of Belarus.

The joint implementation project development document (PDD) must contain the following information on the projects:

title;

goals and tasks;

type (greenhouse gas emission reduction or increase of absorption by sinks);

venue (location of the site (source) of greenhouse gas emissions);

actual amount of greenhouse gas emissions or actual absorption by sinks;

base scenario of the joint implementation project;

greenhouse gas emission reduction or increase of absorption by sinks as a result of the project implementation;

risks of the joint implementation project implementation and planned measures for minimizing such risks;

performance of a due assessment of impact on the environment resulting from the project implementation;

implementation plan and financing sources;

plan of monitoring and accounting of greenhouse gas emission reduction or increase of absorption resulting from joint implementation projects.

The joint implementation projects prepared in conformance with the requirements of the Provision on the Procedure of Submission, Consideration and Monitoring of Joint Implementation Projects are submitted by the state bodies to the Environmental Ministry for consideration and subsequent submission to the State commission on climate change (hereinafter, the State Commission) for conducting an expert evaluation.

The State Commission issues its conclusion on the joint implementation projects, formalized by a statement.

On the basis of the conclusion, the Environmental Ministry, within 5 working days from the day of adopting the decision, sends the respective state body a letter of approval of the joint implementation projects by the form prescribed by the Environmental Ministry or a written notification on passing a negative decision, accompanied by a justification.

The letter of joint implementation project approval is addressed to the appropriate state body for subsequent handing over to the initiator (initiators) of such projects and serves as basis for concluding a Memorandum of Understanding between the Environmental Ministry and the foreign investor on the conditions of implementing the joint implementation projects and the transfer of greenhouse gas emission reduction units.

Upon the conclusion of the Memorandum of Understanding, the joint implementation project development document, along with the letter of approval, is sent by the state bodies or the organization authorized by such bodies to the independent expert organization for conducting its expert evaluation (determination), checking and confirming the information contained in the document.

The Environmental Ministry registers the joint implementation projects accompanied by letters of approval on the basis of the Provision approved by the Environmental Ministry.

Information on the joint implementation projects contains the following information (on):

- the joint implementation project initiator;
- the state body which received the letter of approval;
- the foreign investor of the joint implementation projects;
- site (sites) where the joint implementation projects are to be implemented;
- the declared amount of greenhouse gas emission reduction or amount of their absorption by sinks during the commitment period under Kyoto Protocol;
- independent expert organization which conducted the check of conformance of the calculated baseline to the actual level of greenhouse gas emissions or increase of their absorption by sinks within the joint implementation projects.

The Environmental Ministry, along with other state bodies, exercises control over the joint implementation progress with regard to the correspondence of the indices specified in the documents to the actual indices attained within the projects.

The state body which received a letter of joint implementation project approval, within the month following the reporting period (quarter of calendar year), must submit to the Environmental Ministry a report on the progress of the joint implementation project by the form

prescribed by the Environmental Ministry. The report must be based on the monitoring of conformance of the base calculated level to the actual level of greenhouse gas emission or absorption by sinks within the joint implementation projects, conducted by the project initiator as per monitoring plan set out in the joint implementation project development document.

The joint implementation project initiator must submit a report on the monitoring results to the respective state body as per monitoring plan, but no less than once per quarter.

Control and monitoring of JIP implementation

The monitoring of joint implementation projects with regard to the correspondence of indices stated in the documents to the actual indices attained within the projects is conducted by the Environmental Ministry along with other state bodies.

After the project completion or, if necessary, upon the results of analysis of the submitted projects, the Environmental Ministry initiates a meeting of the State Commission.

The State Commission considers the progress reports of joint implementation projects, makes an assessment of their efficiency and passes a decision on their approval or on the necessity to undertake measures by appropriate state bodies to eliminate drawbacks.

The Environmental Ministry, within 5 working days from the day of passing the decision, hands over the Commission decision, formalized by a statement, to the respective state body for executing it.

The State Commission conclusion on approving the final report on the monitoring results serves as basis for sending the report to an independent expert organization for confirming (verification) of the stated project indices attained in the course of implementing the joint implementation projects.

The state body or the organization authorized by it sends the report on monitoring results to the independent expert organization within one month after receiving the State Commission conclusion.

On the basis of a confirmation issued by the Supervisory Committee under Article 6 of Kyoto Protocol, and taking into account the conditions set out in the Memorandum on Understanding and in the joint implementation project financing conditions by the international investor, the confirmed (verified) amount of emission reduction attained as a result of the project implementation is transferred to the foreign investor and registered in the National Registry of Carbon Units of the Republic of Belarus following the procedure prescribed by the legislation

4. Contact information

Ministry of Natural Resources and Environment Protection
Republic of Belarus
Minsk, 220048
10, Kollektornaya Street
Tel.: +375 17 200 39 72
Fax: +375 17 200 71 19.

E-mail: climat@minpriroda.by, climat.gov@tut.by.

Conclusion

This document has been compiled for the purpose of fulfilling the decision 9/CMP.1 and other CP and MP decisions related to the country's participation in the joint implementation mechanism and as a reference guide for specialists dealing with the development and implementation of joint implementation projects in the Republic of Belarus.

**RESOLUTION OF THE COUNCIL OF MINISTERS OF THE REPUBLIC OF
BELARUS № 1144
dated 5 September 2006**

**On Approving the Provision on the Procedure of Submission, Review
and Monitoring of Joint Implementation Projects**

To implement the Kyoto Protocol to the United Nations Framework Convention on Climate Change, the Council of Ministers of the Republic of Belarus RESOLVES:

1. To approve the enclosed Provision on the Procedure of Submission, Review and Monitoring of Joint Implementation Projects.

2. Within five months the republican government bodies and other state-run agencies subordinate to the Government of the Republic of Belarus, the oblast executive committees and the Minsk municipal committee should align their regulations with this Provision and should take other measures aimed at its implementation.

3. The Ministry of Natural Resources and Environmental Protection should explain the issues related to the implementation of the Provision on the Procedure of Submission, Review and Monitoring of Joint Implementation Projects.

4. The Resolution shall come into force effective the date of its official publication.

Deputy Prime Minister of the Republic of Belarus

A.Kobyakov

APPROVED

by the Resolution of the Council of
Ministers of the Republic of Belarus
№ 1144 of 5 September 2006

PROVISION
on the Procedure of Submission, Review and Monitoring of Joint Implementation Projects

CHAPTER 1
GENERAL PROVISIONS

1. This Provision establishes the procedure of submission, review, control and monitoring of joint implementation projects.

2. For the purposes of this Provision, the following terms and their definitions shall apply:

“base scenario of joint implementation project” means a scenario of functioning of a site reflecting such dynamics of anthropogenic emission or removal by sinks of greenhouse gases (GHG) that would be the case in the absence of a joint implementation project;

“base level of GHG emissions” means carbon dioxide equivalent emission of greenhouse gases expressed in metric tons generated by a site during a certain period on condition of using the technology and equipment available at this site and under the most likely conditions which may take place in the absence of a joint implementation project;

“base level of removals by sinks of greenhouse gases” means carbon dioxide equivalent removals by sinks of greenhouse gases expressed in metric tons during a certain period under the existing operation conditions in the absence of a joint implementation project;

“initiator of a joint implementation project” means an organization which initiates and (or) implements this project in accordance with this Provision;

“integrated joint implementation project” means one or several joint implementation projects covering a number of sites (sources) of GHG emission with submission of a single proposal for the implementation of these projects;

“independent expert review team” means an organization which is accredited as independent consultant in accordance with the decision of the Conference of the Parties to the United Nations Framework Convention on Climate Change and reviews projects providing a reduction of emissions (and) or an enhancement of removals by sinks of greenhouse gases in accordance with Article 6 of the Kyoto Protocol and assesses the findings;

“source of GHG emission” means any source or natural site located within the territory of the Republic of Belarus which releases greenhouse gases with direct or indirect greenhouse effect into the atmosphere;

“greenhouse gases” mean gaseous components of the atmosphere of both natural and anthropogenic origin which absorb and re-emit infrared radiation;

“sink of greenhouse gases” means any process, mechanism or natural complex removing greenhouse gases with direct or indirect greenhouse effect from the air;

“joint implementation project” means a package of documents which complies with the requirements of this Provision and includes a description of the joint implementation mechanism providing a reduction of emissions (and) or an enhancement of removals by sinks of greenhouse gases in accordance with Article 6 of the Kyoto Protocol;

“joint implementation” means joint activity of the Parties aimed at reducing emissions and (or) enhancing removals by sinks of greenhouse gases and regulated by Article 6 of the Kyoto Protocol;

“Party” means a country included in Annex I to the United Nations Framework Convention on Climate Change which is a Party to the Kyoto Protocol;

“reduction of emissions” means a reduction of carbon dioxide equivalent emission of greenhouse gases expressed in metric tons and (or) an enhancement of their removals by sinks resulting from joint implementation project compared to the baseline emission or the baseline of removals by sinks of greenhouse gases;

“actual emission of greenhouse gases” means actual emissions by a source of GHG emission during a calendar year expressed in metric tons of carbon dioxide equivalent and applied in accordance with Article 6 of the Kyoto Protocol;

“actual level of removals by sinks of greenhouse gases” means removal by a sink of greenhouse gases during a calendar year expressed in metric tons of carbon dioxide equivalent and applied in accordance with Article 6 of the Kyoto Protocol.

3. The procedure of submission, review and monitoring of joint implementation projects shall include:

- procedure of submission and review of the implementation proposals;
- procedure of submission and review of joint implementation projects;
- organization of monitoring and control of the implementation of these projects.

CHAPTER 2

PROCEDURE OF SUBMISSION AND REVIEW OF JOINT IMPLEMENTATION PROJECT PROPOSALS

4. Initial selection of joint implementation project proposals is intended to identify potential projects aimed at:

- enhancing efficiency of the use of fuel and energy resources;
- increasing the share of non-traditional renewable energy sources in the fuel mix;
- reducing emissions of greenhouse gases.

5. Initial selection of project proposals taking into account the findings of the environmental or energy audits or other reasonable recommendations shall be carried out by:

the republican government bodies and other state-run agencies subordinate to the Government of the Republic of Belarus which select the proposals submitted by the state-run organizations subordinate to them (or being their structural units) and non-governmental legal entities the shares (stakes) in the authorized capital of which are owned by the Republic of Belarus and are managed by these bodies;

the oblast executive committees and the Minsk municipal executive committee which select the proposals submitted by municipal unitary enterprises subordinate to them (or being their structural units) and non-governmental legal entities the shares (stakes) in the authorized capital of which are owned by the municipal authorities.

The republican government bodies and other state-run agencies subordinate to the Government of the Republic of Belarus, the oblast executive committees and the Minsk municipal executive committee (further referred to as the government bodies) shall ensure execution of integrated joint implementation projects.

6. The government bodies shall submit a joint implementation project proposal or an integrated joint implementation project proposal (further referred to as joint implementation projects) to the Ministry of Natural Resources and Environmental Protection in the format approved by the Ministry of Natural Resources and Environmental Protection.

The Ministry of Natural Resources and Environmental Protection shall record all proposals for the implementation of these projects.

7. The Ministry of Natural Resources and Environmental Protection shall review a joint implementation project proposal within 30 days after its submission based on the Provision on the procedure of an integral review of such projects approved by the Ministry of Natural Resources and Environmental Protection.

After reviewing a proposal, the Ministry of Natural Resources and Environmental Protection shall issue a letter of acceptance of a joint implementation project proposal in

accordance with the format approved by the Ministry of Natural Resources and Environmental Protection or a justified denial of issuing such a letter.

CHAPTER 3 PROCEDURE OF SUBMISSION AND REVIEW OF JOINT IMPLEMENTATION PROJECTS

8. Receipt of the letter of acceptance of joint implementation project proposals shall be a ground for elaboration of a full package of documents for these projects including the document of organization of a joint implementation project and other documents required by the legislation.

The government bodies shall ensure elaboration of documents for joint implementation projects at the expense of their own funds, the funds of an initiator or a foreign investor. The format and content of these documents shall be determined by the Ministry of Natural Resources and Environmental Protection.

9. The document of organization of a joint implementation project shall contain the following data about the project:

- title;
- objectives and tasks;
- type (a reduction of emission or an enhancement of removals by sinks of greenhouse gases);
- location (location of a site (source) of GHG emission);
- actual emission of greenhouse gases or actual level of removals by sinks of greenhouse gases;
- base scenario of a joint implementation project;
- reduction of emission or enhancement of removals by sinks of greenhouse gases resulting from the implementation of these projects;
- risks associated with the execution of joint implementation projects and expected measures to minimize such risks;
- environmental impact assessment conducted in accordance with the established procedure;
- implementation plan and sources of financing;
- plan of control and recording of a reduction of emission or an enhancement of removals by sinks of greenhouse gases resulting from execution of joint implementation projects.

10. The government bodies shall forward joint implementation projects proposals developed in accordance with points 8 and 9 of this Provision to the Ministry of Natural Resources and Environmental Protection for review and subsequent submission to the Government Commission on Climate Change (further referred to as the Government Commission) for expert examination.

11. The Government Commission shall issue a conclusion on joint implementation projects which is summarized in the protocol.

Based on the referred conclusion, the Ministry of Natural Resources and Environmental Protection shall forward to the respective government body within 5 working days after the date of making a decision a Letter of Endorsement of joint implementation projects in the format approved by the Ministry of Natural Resources and Environmental Protection or a written notification about rejection of projects with respective justification.

12. Letter of Endorsement of joint implementation projects shall be furnished to the respective government body for subsequent forwarding to the initiator (initiators) of these projects and shall be a ground for concluding a Memorandum of Understanding between the Ministry of Natural Resources and Environmental Protection and foreign investors concerning the terms of execution of joint implementation projects and transfer of GHG emission reduction units.

13. Following conclusion of a Memorandum of Understanding, the government bodies or an organization designated by these bodies shall furnish the document of organization of joint

implementation projects together with the Letter of Endorsement to an independent expert organization for international assessment (determination), examination and verification of the information contained in the document.

14. The Ministry of Natural Resources and Environmental Protection shall record joint implementation projects which have received Letters of Endorsement based on the Provision approved by the Ministry of Natural Resources and Environmental Protection.

The information about joint implementation projects shall contain the data on:

initiator of joint implementation projects;

government body which has received a Letter of Endorsement;

foreign investor of joint implementation projects;

expected joint implementation project site (sites);

declared reduction of emission or enhancement of removals by sinks of greenhouse gases during the commitment period of the Kyoto Protocol;

independent expert organization verifying correspondence of the calculation of the base and actual levels of emission or removals by sinks of greenhouse gases within the framework of joint implementation projects.

CHAPTER 4 ORGANIZATION OF CONTROL AND MONITORING OF JOINT IMPLEMENTATION PROJECTS

15. The Ministry of Natural Resources and Environmental Protection and other government bodies shall exercise control of joint implementation projects in terms of verifying correspondence of the indicators specified in the documents with the actual performance indicators of these projects.

16. Within a month following the covered period (a quarter of a calendar year) the government body which has received the Letter of Endorsement of joint implementation projects shall submit to the Ministry of Natural Resources and Environmental Protection a progress report in the format approved by the Ministry of Natural Resources and Environmental Protection based on the monitoring of correspondence of the calculation of the base and actual levels of GHG emission or removals by sinks within the framework of joint implementation projects which has been carried out by the initiator of projects in accordance with the Monitoring Plan incorporated in the document of organization of joint implementation projects.

Initiator of joint implementation projects shall furnish a monitoring report to the respective government body in accordance with the schedule summarized in the Monitoring Plan but at least once in a quarter.

17. The Ministry of Natural Resources and Environmental Protection shall initiate a session of the Government Commission after completion of the projects or when needed based on the findings of the review of the submitted projects in accordance with point 16.

The Government Commission shall study the progress reports of joint implementation projects, shall assess their efficiency and shall make a decision either to approve the reports or to request the respective government bodies to take measures for addressing weaknesses.

Within 5 working days after the decision is made, the Ministry of Natural Resources and Environmental Protection shall forward the decision of the Government Commission summarized in the protocol to the respective government body for execution.

18. The conclusion of the Government Commission on approval of the final monitoring report shall be a ground for furnishing the report to the independent expert organization for confirmation (verification) of the declared project indicators in the course of the execution of joint implementation projects.

The government body or an organization designated by the government body shall furnish the monitoring report to an independent expert organization within a month following the date of receiving the conclusion of the Government Commission.

19. Based on the verification issued by the Committee for Supervision of Compliance with Article 6 of the Kyoto Protocol and taking into account the terms of the Memorandum of Understanding and financing of joint implementation projects by a foreign investor, a confirmed (verified) reduction of emission resulting from the implementation of these projects shall be communicated to a foreign investor and shall be registered in the National Register of Carbon Units of the Republic of Belarus in accordance with the procedure stipulated in the legislation.

RESOLUTION No 10
OF THE MINISTRY OF NATURAL RESOURCES AND ENVIRONMENT
PROTECTION
OF THE REPUBLIC OF BELARUS
February 1, 2007

**“On measures to implement the Resolution of the Council of Ministers of the
Republic of Belarus No 1144 of September 5, 2006”**

Based on the Resolution № 1144 of the Council of Ministers of the Republic of Belarus dated September 5, 2006 «On Approving the Provision on the Procedure of Submission, Review and Monitoring of Joint Implementation Projects» the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus RESOLVES:

1. To approve:

1.1. enclosed:

Instruction on the procedure of conducting an integral evaluation of proposals on implementing joint implementation projects;

Instruction on the procedure of registering proposals on implementing joint implementation projects and joint implementation projects;

1.2 Form of proposal on the implementation of a joint implementation project according to annex 1;

1.3 Form of letter of support of implementation of a joint implementation project according to annex 2;

1.4 Form of document on the organization of a joint implementation project according to annex 3;

1.5 Form of letter of approval of a joint implementation project according to annex 4.

2. The Resolution comes into force effective the date of its official publication.

The Minister of Natural Resources
and Environmental Protection
of the Republic of Belarus

L.I. Khoruzhik

sample

(organization initiated project proposal, supervising authority)

APPROVE

(position of the head of the organization)

(Name, Middle Name, Family name)

(date)

(signature)

PROJECT PROPOSAL

(project title)

(position of the head of project proposal developing organization)

(date)

(signature)

(Name, Middle Name, Family name)

Stamp

(position of the head of the organization-owner of greenhouse gas emission
source (absorption) where project implementation is planned)

(date)

(signature)

(Name, Middle Name, Family name)

stamp

Place, month, year

Information about joint implementation project

Annotation	
Joint implementation project	
Initiator of joint implementation project	
Host country	
Emission reduction period	Start
	End
Emission reduction estimation (in tones CO2 equivalent up to year 2012)	annual (average)
	total
Credit period	start
	end (cancellation)
Estimated emission reduction units (ERU) during the period of years 2008 - 2012	ERU
Estimated quantity of additional carbon credits from assigned amount units (AAU) account	AAU
Estimated price of ERU	
Date of project proposal submission	

joint implementation project participants:

name of JI project initiator	
type of organization	
description of ownership structure	
other functions of the Applicant within the project	<input type="checkbox"/> Investor <input type="checkbox"/> Intermediary <input type="checkbox"/> Consultant <input type="checkbox"/> Other
main activities, knowledge and experience	
name of contact person	
address	
telephone	tel.
fax	fax
E-mail	

name of JI project developer	
type of organization	<input type="checkbox"/> governmental (supervising authority) <input type="checkbox"/> private <input type="checkbox"/> NGO <input type="checkbox"/> other
description of organizational structure	
other functions of the Applicant within the project	<input type="checkbox"/> investor <input type="checkbox"/> intermediary <input type="checkbox"/> consultant <input type="checkbox"/> other
main activities, knowledge and experience	
name of contact person	
address	
telephone and fax	tel.
	fax
E-mail	

Greenhouse gas emission source (absorbtion) owner	
Name of organization	
Type of organization	<input type="checkbox"/> governmental (supervising authority) <input type="checkbox"/> private <input type="checkbox"/> NGO <input type="checkbox"/>

	other
address	
Telephone and fax	tel.
	fax
E-mail	

Host country:

Project side	
country	
region	
locality	
Short description of project side	

Country status	
Status of the country under Kyoto protocol	<input type="checkbox"/> signed, ratified, accepted, approved or acceded <input type="checkbox"/> has demonstrated a clear interest in becoming a Party in due time <input type="checkbox"/> has already started or is on the verge of starting the national accession process
Existing Memorandum of Understanding with a sponsoring country (or with ERU purchasing country)	<input type="checkbox"/> yes <input type="checkbox"/> no

General project information:

General information	
Project name	
Project objective	
Basic project background and the status on the date of project announcement	

category of project activity	
project category (several categories may be marked)	<input type="checkbox"/> construction of the combined heat and power installations (or switch-over of the existing power installations to this scheme) <input type="checkbox"/> fuel-switch projects in energy conversion installations and production plants to renewable energy sources or from energy sources with high carbon content to energy sources

	with lower carbon content especially in the existing district heating systems
	<input type="checkbox"/> construction or retrofitting of generating plants operated with renewable energy sources especially wind power plants, biogas or biomass combined heat and power plants as well as hydroelectric power plants <input type="checkbox"/> reduction or utilization of landfill gas <input type="checkbox"/> energy recover from waste, including waste heat utilization <input type="checkbox"/> energy efficiency projects: projects serving the reduction of end-user energy consumption sector as well as in industrial processes, <input type="checkbox"/> other

Technical description	
Technical description (the essential technical aspects should be briefly presented. A detailed description (max.3 pages) should be enclosed with the project proposal)	

Project organization:

Project participants	
Qualifications and experiences of each participant in this field (the most significant data are to be presented; details should be given in the Appendix)	

Schedule	
Current project status	<input type="checkbox"/> project idea <input type="checkbox"/> planning <input type="checkbox"/> implementation
status of financing	
status of negotiations with the sponsor/buyer	
status of permission procedures of authorities	
project preparation	period from _____ to _____
construction / assembly	period from _____ to _____
lifetime / operation	period from _____

	to _____
ERUs generation	period from _____ to _____
other milestones	
effect of project proposal acceptance on the time schedule of the project	

Financial aspects	
Costs of project development (EUR) Please give figures and briefly explain (background of) calculations	
Costs of project implementation (EUR) Please give figures and briefly explain (background of) calculations	
Estimated annual operating costs (EUR) Please give figures and briefly explain (background of) calculations	
Estimated annual revenues (EUR) Please give figures and briefly explain (background of) calculations	
Financing sources (equity/debt capital, financing institutions)	
Proposed ERU price (EUR) Please explain calculations	

Greenhouse gas emission reduction

greenhouse gases	
please state greenhouse gases to be reduced by the project	<input type="checkbox"/> CO2 <input type="checkbox"/> CH4 <input type="checkbox"/> N2O <input type="checkbox"/> HFC <input type="checkbox"/> PFC <input type="checkbox"/> SF6

Project boundary	
Description of the project boundary (the project boundary shall encompass all anthropogenic emissions be sources of greenhouse gases under control of the project participants that are significant and reasonably attribute to the project activity)	

Project emissions	
--------------------------	--

<p>Description and estimation of project-specific greenhouse gas emissions within the project boundary Estimate the emissions. All emissions and/or their abatement are given in metric tones in CO₂ equivalent</p>	
--	--

<p>Baseline scenario</p>	
<p>Preliminary estimation of the emissions for the baseline scenario within project boundaries (describe scheme and methodology of calculations within baseline scenario). A baseline is a scenario that reasonably represents the anthropogenic emissions of the greenhouse gases by sources that would occur in the absence of the project ("business-as-usual-scenario"). Define concrete situation in relation to the key technical, financial and ecological indicators. Calculate the costs of the baseline scenario and of the environment-related conditions in the baseline scenario, including greenhouse gases emissions <2>. Calculate the basic greenhouse gases emissions up to year 2008; during 2008-2012; after year 2012.</p>	

<p>Leakage</p>	
<p>Description and estimation of leakage (leakage is defined as the net change of anthropogenic emissions by sources of greenhouse gases which occurs outside the project boundary and which is measurable and attributable to the project activity) A preliminary estimation is to be given.</p>	

<p>Estimation of emission reduction</p>	
<p>Credit period</p>	<p>Date of receipt of a credit _____</p> <p>date of repayment of a credit _____</p>
<p>Annual and total greenhouse gases emission reduction in comparison with baseline scenario (taking into account leakage) (in meter tones of CO₂ equivalent) (emission reduction is calculated as difference between amount of emission in baseline scenario and in the project operation conditions)</p>	

Other ecological, socio-economic and development effects

<p>Expected environment effects</p>	
<p>Expected positive and negative environment effects, including the effect on local ecosystems occur as a result of project implementation</p>	

<p>socio-economic and development effects</p>	
<p>expected social and economic effects of the project (briefly describe expected positive and negative economic social and cultural effects from</p>	

the proposed project which differ from basic level	
employment structure within project	<input type="checkbox"/> employees under 20 years <input type="checkbox"/> 20 years employees and above <input type="checkbox"/> employment for women
list other effects resulted from project implementation	<input type="checkbox"/> resettlement <input type="checkbox"/> access to vital resources limitation <input type="checkbox"/> compulsory purchase of land <input type="checkbox"/> other (describe)

Additionality and sustainable development:

additionality	
Presentation of the additionality of the project. (Briefly explain how and why the project is additional and therefore cannot be considered as baseline scenario). Why calculated above emission reduction could not occur in absence of the project implementation taking into consideration national and sectoral policy and circumstances. It is easier to present financial additionality but add other details used for support of additionality of the project in comparison with baseline scenario. It may include additional aspects concerning technology suitability, lack of capital investments, high project risks etc.)	
Effects of sustainable development	
Summarize the project contribution into sustainable development of the host country.	

<1> list of countries which have ratified Kyoto protocol is given on Internet site: http://unfccc.int/files/essential_background/kyoto_protocol/application/pdf/kpstats.pdf.
<2> leakage needs to be taken into consideration (see below).

sample

LETTER OF ENDORSEMENT

date _____

Minsk

By the present letter it is confirmed that the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus, governmental authority supervising fulfillment by the Republic of Belarus of commitments under Kyoto protocol to the United Nations Framework Convention on Climate Change has examined the project proposal on implementation of

(full name of the project)

The possibility of utilization of mechanism of joint implementation, initiator of which is _____,
(name and location of the initiator of the project)
and specifies that implementation of the stated project supposes achievement of

(point the goal of the project and project

features regarding emission (absorption) reduction estimation)

A result of complex expertise of project proposal Ministry of Environment confirms that the project may be implemented within JI mechanism stated in Article 6 of Kyoto protocol, background documents may be used as a basis for PDD development.

Final decision about approval (denial) is adopted on the basis of expertise of the project according to the legislative demands.

The Minister
(The First Deputy Minister)

(signature)

(name)

sample

(organization and supervisory authority)

APPROVE

(position of the head of organization-applicant)

(name)

(signature)

(date)

Project Design Document

(project title)

(position of the head of organization - PDD developer)

(date)

(signature)
stamp

(name)

(position of the head of organization- owner of greenhouse gas
emission source(absorption) where implementation of the project is
planned)

(date)

(signature)

(name)

stamp

Chapter 1. General object description

1. Project name:

2. Brief project description:

3. Project participants:

Project initiator, project owner, potential buyer of
emission reduction units, project developer, supplier (if
required), other project participants

country:
full name of the organization according to its' Statute

state registration and name of authority issued,
registration date

codes (ОКПО, УНП) (for Belarusian legal bodies)

code TIN (for foreign legal bodies)

location

postal address

bank account

bank

name of contact person

position

telephone, fax

e-mail

type of project participation

4. brief technical description.

4.1. project location:

4.1.1. the Republic of Belarus;

4.1.2. oblast, region;

4.1.3. location;

4.1.4. project location characteristics:

4.2. Technologies, activities and procedures offered for
implementation of the project

4.3. Brief explanation of the greenhouse gas emission by sources
reduction within project and separate explanation of reasons why the
reduction could not be ensured without project implementation, taking
into consideration national and sectoral strategies and conditions

4.3.1. Estimated emission reduction within credit period

5. Project approval by participating parties:

Chapter 2. Baseline scenario

6. Description and choice argumentation of the baseline scenario:

7. Description of greenhouse gas emission reduction in comparison with baseline scenario in absence of JI project

8. Description of project boundaries:

9. Additional information about baseline scenario (state date and information about developer)

Chapter 3. Project duration and credit period

10. Starting date of project implementation:

11. Expected period of project operating (operating period of emission source):

12. Credit period (commitment period for verified emission reduction units):

Chapter 4. Monitoring

13. Description of monitoring plan

--

13.1. Alternative 1. emission monitoring in project and baseline scenario

13.1.1. data required for anthropogenic emission monitoring within project boundaries in project scenario and data acquisition and backup								
point (remarks simplification in point 14)	Data entity	source	Unit of measure	measuring(m), calculation (c) or evaluation (e)	Notes frequency	Proportion of selection for monitoring	Way of backup (digital, journal)	remarks

13.1.2. Formulas used for emission in project scenario calculation description (for every single gas source etc.; emission in tones CO2 equivalent):

--

13.1.3. corresponding data, required for calculation of anthropogenic emissions in project boundaries within baseline scenario, data acquisition and backup								
point (remarks simplification in point 14)	Data entity	source	Unit of measure	measuring(m), calculation (c) or evaluation (e)	Notes frequency	Proportion of selection for monitoring	Way of backup (digital, journal)	remarks

13.1.4. Description of formulas used for calculation of emission in baseline scenario (for each single gas, source etc.; emission in tones CO2 equivalent):

--

13.2. Alternative 2. direct monitoring of emission reduction within project implementation

13.2.1. data required for direct monitoring of anthropogenic emission reduction within project boundaries during its' implementation, data acquisition and backup								
point (remarks simplification in point 14)	Data entity	source	Unit of measure	measuring(m), calculation (c) or evaluation (e)	Notes frequency	Proportion of selection for monitoring	Way of backup (digital, journal)	remarks

13.2.2. Description of formulas used for calculation of emission reduction within project implementation (for each gas, source etc; emission in tones CO2 equivalent):

--

13.3. Calculation of leakage within monitoring (if exists)

13.3.1. Data required for leakage evaluation, data acquisition and backup								
point (remarks simplification in point 14)	Data entity	source	Unit of measure	measuring(m), calculation (c) or evaluation (e)	Notes frequency	Proportion of selection for monitoring	Way of backup (digital, journal)	remarks

13.3.2. Description of formulas used for calculation of leakage (for each single gas, source etc; emission in tones CO2 equivalent):

--

13.4. Description of formulas used for calculation of emission reduction within project implementation with allowance for leakage (for each single gas, source etc; emission in tones CO2 equivalent):

--

13.5. Sources of information and its' archive storage when it comes to project impact on environment concerning environment impacts of the project:

--

14. quality control procedures and quality assurance of data acquisition and backup		
point (point the table and ID)	Uncertainty level (low, average, high)	Describe control procedures and explain their necessity

15. Operational and organizational structure for monitoring plan implementation:

--

16. Date and information about monitoring plan developer:

--

Chapter 5. Estimation of greenhouse gas emission reduction

17. Estimation of emission within the project

--

18. leakage estimation:

--

19. tattletale of points 17 и 18:

--

20. Emission estimation according to baseline scenario:

--

21. Difference between points 20 and 19, reflecting emission reduction within the project:

--

22. Table with above stated formulas results:

--

Chapter 6. Environment effects

23. Documents connected to environment impact analysis within the project including transboundary effects according to procedures, described in legal acts:

--

24. In case if project participants or host country regard environment impact to be considerable please provide references to additional documents on evaluation of environment impact which was implemented according to legal procedures:

Глава 7. comments from interested parties

25. Information about interested parties:

26. Brief description of ways of getting comments from interested parties:

27. Resume of comments received:

28. Reactions for the comments received

Appendix I. Project additionality

1. Ecological additionality.

1.1. Brief background:

1.2. Real, estimated and prolonged greenhouse gas emission reduction and increase of absorption by sinks (in tones CO2 equivalent) <*>:

Scenario and effects	Greenho use gases	year 1	year 2	year X	2008 - 2012	2013	2014	year X	End year of the project
A = greenhouse gases emission (absorption) expected as a project result,	CO2								
	CH4								
	N2O								
	other								

B = greenhouse gases emission (absorption) as estimated at baseline	CO2									
	CH4									
	N2O									
	other									
ecological additionality of emissions DENV = = B - A	CO2									
	CH4									
	N2O									
	other									

Finish after project implementation:

C = real greenhouse gases emissions (absorption) in the project	CO2									
	CH4									
	N2O									
	other									
real ecological additionality DENV = B - C	CO2									
	CH4									
	N2O									
	other									

<*> emissions by sources[+] or absorption by sinks [-].

1.3. Additional ecological benefits from greenhouse gases emission reduction:

scenarios and effects	pollutants	year 1	year 2	year X	2008 - 2012	2013	2014	year X	End year of the project
X = emission (absorption) of other pollutants, expected within the project									
Y = emissions (absorption) of other pollutants estimated according to the project baseline									
Ecological additionality in other pollutants DENV = X - Y									

2. Financial additionality of the project:

3. other barriers:

4. Greenhouse gases emission reduction efficiency within the project:

Appendix II. Background (business plan) and financial plan of the project

Appendix III. Contact information of project participants

Appendix IV. Additional information about baseline scenario

Appendix V. Additional information to monitoring plan

Appendix VI. Other additional information

1. Input of the JI project into technology transmission and sustainable development:

2. Other available information, references and comments

3. Glossary, conversion factors, emission factors

sample

LETTER OF APPROVAL OF JI PROJECT

date _____

Minsk

By the present letter the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus (hereafter referred to as Ministry of Environment) as the authority supervising fulfillment by the Republic of Belarus of commitments under Kyoto protocol to the United Nations Framework Convention on Climate Change (hereafter referred to as Kyoto protocol) has examined the PDD and other accompanying documents on implementation of

(full project name)

Project initiator _____
(name and location of the project initiator)

And based on State Commission on Climate Change (hereafter referred to as State Commission) _____
(date and number of State Commission report)

The following is stated

1. The project assumes the reach of the following parameters:

(point the goal of the project, greenhouse gas emission source (absorption), emission reduction or absorption increase for the period of years 2008 - 2012 included)

2. The project is developed and presented according to requirements of National legislation, passed expert evaluation and corresponds national criteria for participation in JI projects.

3. The project meets requirements of Article 6 of Kyoto protocol, what should be approved by Independent Authority, accredited by JI Steering Committee.

Based on foregoing Ministry of Environment announces project approval and in case of project documents passing of procedure of approval by Independent Authority, accredited by JI Steering Committee assigns the project initiator to fulfill the project based on JI mechanism, stated in Article 6 of Kyoto protocol.

Ministry of Environment agrees to emit and assign emission reduction units to below stated legal entity

(name and location of the legal entity or organization buyer of

emission reduction units and/ or investor)

as organization, authorized by the Party of Kyoto protocol

(Annex I of Kyoto protocol country)

Emission reduction units (ERUs) produced as a result of project fulfillment during the period of years 2008-2012 including, verified by the Independent Authority, accredited by JISC and extra ERUs according to corresponding memorandum about cooperation, what shall be signed between Ministry of Environment and investor/buyer may be issued and assigned.

The Minister
(The First Deputy Minister)

(signature)

(name)

**INSTRUCTION ON THE PROCEDURE OF CONDUCTING AN
INTEGRAL EVALUATION OF PROPOSALS ON IMPLEMENTING
JOINT IMPLEMENTATION PROJECTS**

1. Guidelines about procedure of an integral evaluation of proposals on implementing joint implementation projects (hereafter referred to as guidelines) determine procedure of evaluation of project proposals.

The Ministry of Natural Resources and Environmental Protection of the Republic of Belarus (hereafter referred to as Ministry of Environment) is authorised to conduct complex evaluation of project proposals in period of 30 days from the date of project proposal admission.

2. For the purpose of the Guidelines the following definitions shall apply:

Project owner - legal body registered in the Republic of Belarus, participant of JI project, owner of greenhouse gases emission (absorption) source in Belarus.

Additionality – compulsory JI project feature meaning that greenhouse gas emission (absorption) reduction (increase) within the project is additional in greenhouse gas emission (absorption) reduction (increase) to most plausible conditions.

3. Expert group is formed for complex evaluation of project proposals, its' members are appointed by the Order of Ministry of Environment.

4. Complex evaluation of project proposals is made by expert group according to Greenhouse Gases Emission (Absorption) Reduction (Increase) Strategy in the Republic of Belarus for years 2007 – 2012 approved by the Resolution of Council of Ministers No 1155 dated September 7, 2006. (National Registry of legal acts of the Republic of Belarus No 148, 5/22879, absence of conflict with national interests, analysis of economic criteria, quality evaluation of basic level of project proposal, proof of additionality of project proposals.

5. According to results of the complex evaluation of project proposal a report is completed. The report includes conclusions about correspondence of the project proposal to requirements, stated in point 4 of the current guidelines, signed by all expert group members.

6. Based on expert group report Ministry of Environment issues a letter of endorsement or reasoned denial with stating disadvantages.

7. A second compellation to receive a letter of endorsement can be examined according to points 4, 5 of the current guidelines after elimination of disadvantages stated in point 6 of the current guidelines.

**INSTRUCTION ON THE PROCEDURE OF REGISTERING PROPOSALS
ON IMPLEMENTING JOINT IMPLEMENTATION PROJECTS AND
JOINT IMPLEMENTATION PROJECTS**

1. The current instruction provides guidelines for the procedure of registering joint implementation project proposals and joint implementation projects, which are given the letter of approval.

2. For the purposes of registering the project proposals and joint implementation projects the project proposal registry and the joint implementation project registry are kept (hereafter referred to as Registries).

3. The Registries are kept by the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus (hereafter referred to as Ministry of Environment).

4. Organization and keeping of the Registries includes:

Record of project proposals.

Record of information about letter of endorsement for project proposal, denial in letters of endorsement for project proposal.

Record of information about conclusion of the State Commission on Climate Change (hereafter referred to as State Commission) concerning joint implementation projects approval.

Record of information about letters of approval of joint implementation projects.

Record of joint implementation projects given the letter of approval.

Record of Memorandums of Understanding between Ministry of Environment and a foreign investor about conditions of realization of joint implementation projects and conditions of transfer of greenhouse gases emission reduction units.

Record of information about independent expert organizations verifying the calculated baseline and actual levels of greenhouse gas emissions by sources and absorption by sinks within the joint implementation projects.

Record of information about the documents compulsory for input, change and delete of information from the Registries.

Record of information about written inquiries from stakeholders and corresponding answers.

Performance of other actions, allowed by legislation.

5. The Registry of project proposals shall be recorded in digital and paper versions and includes:

Registry number (identification) number of the document;

Date of project proposal submission and its' accession number;

Full title of joint implementation project;

Date of record into the registry;

Information about the initiator and/or owner of joint implementation project:

For legal entity – joint implementation project location; full name of organization according to its' Statute; state registration number and name of authority issued the registration, date of registration; location; postal address; telephone and fax numbers; e-mail; initiator's supervising authority, presented documents for approval;

For individuals – family name, name, middle name, address, telephone number, Oblast executive committee or Minsk executive Committee presented documents for approval;

Information about issue of letters of endorsement or denials;

Information about objects where implementation of joint implementation project is planned;

Announced greenhouse gas emission reduction or absorption increase during the commitment period according to Kyoto protocol;

Renewal of the information when it changes, deleting them from the journal in cases provided by the legislation.

6. The Registry of joint implementation projects is recorded in digital and paper versions and includes:

Identification number;

Date of entry and accession number of joint implementation project given the letter of approval;

Full title of joint implementation project;

Starting and ending date of implementation of joint implementation project;

Date of record into the registry;

Information about initiator and/or owner of joint implementation project:

For a legal entity – joint implementation project location; full name of organization according to its' Statute; state registration number and name of authority issued the registration, date of registration; location; postal address; telephone and fax numbers; e-mail; initiator's supervising authority, presented documents for approval;

For individuals – family name, name, middle name, address, telephone number, Oblast Executive Committee or Minsk Executive Committee presented documents for approval;

Information about conclusion of the State Commission on joint implementation projects; information about issue of letters of approval; state authority received the letter of approval; foreign investor of joint implementation project.

Information about object (-s) where implementation of joint implementation projects planned; announced and real greenhouse gas emission (absorption) reduction during the period of commitments under Kyoto protocol.

Information about independent expert commission, verifying the quality of baseline calculation and real greenhouse gas emission reduction within joint implementation project;

Renewal of information if it changes, deleting them from the journal in cases stated in legislative documents.

7. State authorities in 5-days period after the approval of correspondence of the estimation of baseline and real greenhouse gas emission reduction and absorption by sinks within joint implementation project by the Independent Commission present the approval to Ministry of Environment for further registration of joint implementation project in the National Registry of Carbon Units of the Republic of Belarus.

8. State authorities, organizations and citizens have right to receive information from the journal.

9. Ministry of Environment presents information from the journal to the state authorities, organizations according to legislation of the Republic of Belarus or agreement through enquiry, exchange of information or obligatory direct mail.

10. Organizations, not included into point 9 of the current Guidelines and citizens receive information from the journal according to Resolution No22 of the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus dated May 29, 2003 "About list of information considered ecological issues" (National Registry of legal acts of the Republic of Belarus, 2003 , No 69, 8/9631).

11. Documents on joint implementation projects not registered in the National Registry of Carbon Units shall be kept in the archive in Ministry of Environment in paper version for the period of 5 years.