

**International Civil Aviation Organization (ICAO) Carbon Offsetting and Reduction  
Scheme for International Aviation (CORSA)**

**Application Form for Emissions Unit Programmes**

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## **SECTION I: ABOUT THIS ASSESSMENT**

### **Background**

ICAO Member States and the aviation industry are implementing the Carbon Offsetting and Reduction Scheme for International Aviation (CORSA). Together with other mitigation measures, CORSA will help achieve international aviation's aspirational goal of carbon neutral growth from the year 2020.

Aeroplane operators will meet their offsetting requirements under CORSA by purchasing and cancelling CORSA eligible emissions units. The ICAO Council determines CORSA eligible emissions units upon recommendations by its Technical Advisory Body (TAB) and consistent with the CORSA Emissions Unit Eligibility Criteria (EUC).

In March 2019, the ICAO Council unanimously approved the CORSA Emissions Unit Eligibility Criteria for use by TAB in undertaking its tasks<sup>1</sup>. TAB's assessment of emissions units programmes is undertaken annually<sup>2</sup>. ICAO Council decisions that take account of these recommendations are contained in the ICAO Document *CORSA Eligible Emissions Units*<sup>3</sup>.

ICAO invites emissions unit programmes<sup>4</sup> to apply for the third cycle of assessment by the TAB, which will involve collecting information from each programme through this programme application form and supplementary materials and requested evidence.

Through this assessment, the TAB will develop recommendations on the list of eligible emissions unit programmes (and potentially project types) for use under the CORSA, which will then be considered by the ICAO Council.

This form is accompanied by, and refers to, Appendix A "*Supplementary Information for Assessment of Emissions Unit Programmes*", containing the EUC and *Guidelines for Criteria Interpretation*. These EUC and Guidelines are provided to inform programmes' completion of this application form, in which they are cross-referenced by **paragraph number**.

This form is also accompanied by Appendix B "*Programme Assessment Scope*", and Appendix C "*Programme Exclusions Scope*", which request all applicants to identify the programme elements<sup>5</sup> they wish to submit for, or exclude from, TAB's assessment.

CORSA Eligible Emissions Units Programmes shall also complete Appendix D of this application, "*Emissions Unit Programme Registry Attestation*" in line with the instructions contained in Appendix D. Applicant

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<sup>1</sup> Available on the ICAO CORSA website: <https://www.icao.int/environmental-protection/CORSA/Pages/CORSA-Emissions-Units.aspx>

<sup>2</sup> Recommendations from 2019 TAB assessment: <https://www.icao.int/environmental-protection/CORSA/Pages/TAB2019.aspx>

Recommendations from 2020 TAB assessment: <https://www.icao.int/environmental-protection/CORSA/Pages/TAB2020.aspx>

<sup>3</sup> Available on the ICAO CORSA website: <https://www.icao.int/environmental-protection/CORSA/Pages/CORSA-Emissions-Units.aspx>

<sup>4</sup> "Emissions Unit Programme", for the purposes of TAB's assessment, refers to an organization that administers standards and procedures for developing activities that generate offsets, and for verifying and "issuing" offsets created by those activities. For more information, please review the TAB FAQs on the ICAO CORSA website: <https://www.icao.int/environmental-protection/CORSA/Pages/TAB.aspx>

<sup>5</sup> At the "activity type" level (e.g., sector(s), sub-sector(s), and/or project "type(s)")

organizations are strongly encouraged to submit this information by the deadline for submitting all other application materials for the current assessment cycle.

This form also requests *evidence of programme procedures or programme elements*. These evidentiary documents enable TAB to a) confirm that a given procedure or program element is *in place*, b) more fully comprehend the programme's summary responses, and c) archive the information as a reference for potential future assessments. Programme responses to this application form will serve as the primary basis for the assessment. Such assessment may involve e.g. clarification questions, live interview(s) with TAB, and a completeness check of the application, as further requested.

**Translation:** The working language of the assessment process is English. Translation services are not available for this process. If the programme documents and information are not published in English, the programme should fully describe in English (*rather than summarize*) this information in the fields provided in this form, and in response to any additional questions. Where this form requests *evidence of programme procedures*, programmes are strongly encouraged to provide these documents in English, to provide for accuracy and comprehension. Where this is not possible due to time constraints or document length, the programme may provide such documents in their original language in a readily translatable format (e.g., Microsoft Word). Those programmes that need to translate documents prior to submission may contact the ICAO Secretariat regarding accommodation.

**Disclaimer:** The information contained in the application, and any supporting evidence or clarification provided by the applicant including information designated as “business confidential” by the applicant, will be provided to the members of the TAB to properly assess the programme and make recommendations to the ICAO Council. The application and such other evidence or clarification will be made publicly available on the ICAO CORSIA website for the public to provide comments, except for information which the applicant designates as “business confidential”. The applicant shall bear all expenses related to the collection of information for the preparation of the application, preparation and submission of the application to the ICAO Secretariat and provision of any subsequent clarification sought by the Secretariat and/or the members of the TAB. Under no circumstances shall ICAO be responsible for the reimbursement of such or any other expenses borne by the applicant in this regard, or any loss or damages that the applicant may incur in relation to the assessment and outcome of this process.

## **SECTION II: INSTRUCTIONS**

### **Submission and contacts**

A programme is invited to complete and submit the form, including accompanying evidence and with required appendices, through the ICAO CORSIA website no later than close of business on **18 February 2021**. Within seven business days of receiving this form, the Secretariat will notify the programme that its form was received.

If the programme has questions regarding the completion of this form, please contact ICAO Secretariat via email: [officeenv@icao.int](mailto:officeenv@icao.int). Programmes will be informed, in a timely manner, of clarifications provided by ICAO to any other programme.

### **Form basis and cross-references**

Questions in this form are derived from the CORSIA emissions unit eligibility criteria (EUC) and any *Guidelines for Criteria Interpretation* introduced in Section I (above). To help inform the programme's completion of this form, each question includes the paragraph number for its corresponding criterion or guideline that can be found in [Appendix A “Supplementary Information for Assessment of Emissions Unit Programmes”](#).

### **Application Form completion**

The programme is expected to respond to all questions in this application form at the time of application submission. TAB cannot initiate its assessment of applications in which this information is not provided in full as requested in this section. Failure to provide complete information may result in delays to the application's assessment.

A “complete” response involves three components: 1) a written summary response, 2) selection of the “YES” check box if a procedure is fully *in place*, and 3) supporting evidence. Information is also requested, as in “4)” below, where an applicant is considering or undertaking revisions to a programme procedure in question.

- 1) **Written summary responses**: The programme is encouraged to construct written summary responses in a manner that provides for general comprehension of the given programme procedure, independent of supporting evidence. TAB will confirm each response in the supplementary evidence provided by the programme. Please note that written summary responses should be provided in all cases—supporting evidence (described in *c*) below) should not be considered as an alternative to a complete summary response.
- 2) **“YES” check box**: Each question is accompanied by a check box for the programme to indicate the status of a given procedure or programme element. Here, programmes should accurately represent the status of its procedures and programme elements. Please note that an unselected check box does not, in itself, disqualify an application from further assessment; it will be taken into account when TAB reviews the programme's accompanying information.

The programme *should* select the “YES” check box if a procedure or element is *in place*.

The programme *should not* select the check box in the following instances:

- a) The procedure in question is *not relevant to the programme's application* (if, e.g., the question applies to activity(ies) that the programme is not submitting for assessment, or an alternative approach is taken to the procedure or element in question). In such cases, please provide justification in the written summary response.

- b) The procedure in question *is not yet in place, but the programme is planning to introduce such a procedure*. In such cases, please describe any such plans in the written summary response, according to form instructions.
  - c) The procedure in question *is not in place*. In such cases, please provide justification in the written summary response.
- 3) **Supporting evidence**: Most questions in this form request *evidence of programme procedures or programme elements*. Such evidence may be found in programme standards, requirements, or guidance documents; templates; programme website or registry contents; or in some cases, in specific methodologies. To help manage file size, the programme should limit supporting documentation to that which directly substantiates the programme’s statements in this form.

Regarding such requests for evidence, programmes are expected to substantiate their responses in any of these ways (**in order of preference**):

- a) web links to supporting documentation included along with the written summary response to each given question; with instructions for finding the relevant information within the linked source (i.e. identifying the specific text, paragraph(s), or section(s) where TAB can find evidence of the programme procedure(s) in question);
- b) copying/pasting information directly into this form (no character limits) along with the written summary response;
- c) attaching supporting documentation to this form at the time of submission, with instructions for finding the relevant information within the attached document(s);

**EXAMPLE** of preferred approach to providing supporting evidence that could meet expectations for complete responses to a question:

“The Programme ensures its consistency with this requirement by requiring / undertaking / etc. the following:

[Paragraph(s) introducing and summarizing specific programme procedures relevant to question]

The full contents of these procedures can be found in [Document title, page X, Section X, paragraphs X-X]. This document is publicly available at this weblink: [weblink].”

- 4) **Programme revisions**: Where the programme has any plans to revise the programme (e.g., its policies, procedures, measures, tracking systems, governance or legal arrangements), including to enhance consistency with a given criterion or guideline, please provide the following information in response to any and all relevant form question(s):
- a) Proposed revision(s);
  - b) Process and proposed timeline to develop and implement the proposed revision(s);
  - c) Process and timeline for external communication and implementation of the revision(s).

## **Application and assessment scope**

The programme may elect to submit for TAB assessment all, *or only a subset*, of the activities supported by the programme. The programme is requested to identify, in the following Appendices, the activities that it wishes to submit for, or exclude from, TAB’s assessment:

In **Appendix B** “*Programme Assessment Scope*”, the programme should clearly identify, at the “activity type” level (e.g., sector(s), sub-sector(s), and/or programme/project “type(s)”), elements that the programme **is submitting for TAB’s assessment** of CORSIA eligibility; as well as the specific methodologies, protocols, and/or framework(s) associated with these programme elements; which *are* described in this form.

In **Appendix C** “*Programme Exclusions Scope*”, the programme should clearly identify, at the “activity type” level (e.g., sector(s), sub-sector(s), and/or programme/project “type(s)”), any elements the programme **is not submitting for TAB’s assessment** of CORSIA eligibility, which *are not* described in this form; as well as the specific methodologies, protocols, and/or framework(s) associated with these programme elements.

### **Emissions Unit Programme Registry Attestation**

In **Appendix D** “*Emissions Unit Programme Registry Attestation*”, the programme should provide the information relating to programme registry functionality that is referred to in the attestation and its attachment. Both the programme representative of an emissions unit programme, and the administrator or authorized representative of the registry designated by the programme, should review and attest to the accuracy of this information and their acceptance of the terms, preferably at the time of application.

### **“Linked” certification schemes**

This application form should be completed and submitted exclusively on behalf of the programme that is described in Part I of this form.

Some programmes may supplement their standards by collaborating with other schemes that certify, e.g., the social or ecological “co-benefits” of mitigation. The programme can reflect a linked scheme’s procedures in responses to this form, where this is seen as enhancing—i.e. going “above and beyond”—the programme’s own procedures.

For example, the programme may describe how a linked scheme audits sustainable development outcomes; but is not expected to report the linked scheme’s board members or staff persons.

Programmes should clearly identify any information provided in this form that pertains to a linked certification scheme and/or only applies when a linked certification scheme is used.

### **Disclosure of programme application forms and public comments**

Applications, including information submitted in Appendices B, C, and D, as well as other information submitted by applicants will be publicly available on the ICAO CORSIA website, except for materials which the applicants designate as business confidential.

The public will be invited to submit comments on the information submitted, including regarding consistency with the emissions unit criteria (EUC), through the ICAO CORSIA website, for consideration by the TAB in its assessment.



## **SECTION III: APPLICATION FORM**

### **PART 1: General information**

#### A. Programme Information

Programme name: ProClima International

Administering Organization<sup>6</sup>: ProClima S.A.S.

Official mailing address: Calle 67 # 6-60 Office 303. Bogotá D.C.

Telephone #: +57 (350) 599 9912

Official web address: [www.proclima.net.co](http://www.proclima.net.co)

#### B. Programme Administrator Information

Full name and title: Ángela Duque Villegas, Director

Employer / Company (*if not programme*): ProClima S.A.S.

E-mail address: [aduque@proclima.net.co](mailto:aduque@proclima.net.co)

Telephone #: +57 (310) 572 7198

#### C. Programme Representative Information (if different from Programme Administrator)

Full name and title: Adriana Reina Quintero, Institutional Affairs Coordinator

Employer / Company (*if not Programme*): ProClima S.A.S.

E-mail address: [areina@proclima.net.co](mailto:areina@proclima.net.co)

Telephone #: +57 (304) 131 1322

#### D. Programme Senior Staff / Leadership (e.g., President / CEO, board members)

List the names and titles of programme's senior staff / leadership, including board members:

Ángela Duque Villegas, Founder, Director, and Technical Committee member

Fabio Arjona Hincapié, Executive Board member

Adriana Pachón Ruiz, Executive Board member

Roberto León Gómez, Executive Board member

Adriana Reina Quintero, Technical Committee member

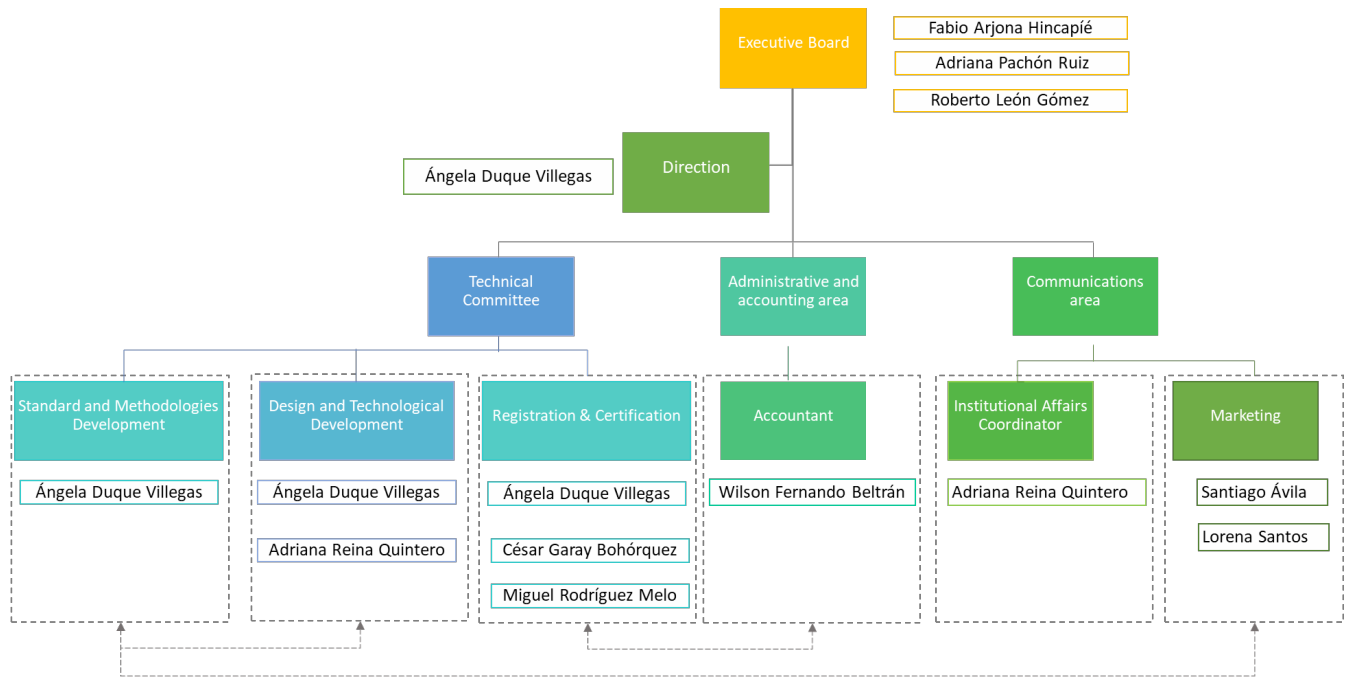
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<sup>6</sup> Name of the business, government agency, organization, or other entity that administers the Emissions Unit Programme, *if different from "Programme Name"*.



Cesar Garay Bohórquez, Technical Committee member  
 Miguel Rodríguez Melo, Technical Committee member

Provide an organization chart (in the space below or as an attachment) that illustrates, or otherwise describes, the functional relationship a) between the individuals listed in D; and b) between those individuals and programme staff / employees; and c) the functions of each organizational unit and interlinkages with other units.



PROCLIMA has an organizational structure based on the quality and capacity of its team members to meet the expectations of the organization, its clients, and other stakeholders. Counting on the excellence of those who make up the team, the overall performance of the organization includes programming, execution, analysis, and evaluation, generating confidence, and seeking continued success.

PROCLIMA 's corporate body is composed of:

**Executive Board:** The Executive Board is in charge of the strategic orientation of the company and the control of the effectiveness of the governance practices. The Board is made up of several directors with the ability to make independent judgments on matters within their competence, where a potential conflict of interest exists. The Executive Board is also responsible for overseeing the information process and communications.

The Executive Board also has the power to propose the creation of specialized committees that support the excellent development of the company in the overall performance of its objectives. When committees are proposed and constituted, the Board will clearly define the composition, functions, and procedures related to the development of their tasks.

The Executive Board should support direction, and related committees, in making decisions about the development of carbon standards, the design, and development or approval of new methodologies for quantifying GHG reductions

or removals, as well as the system for registering emissions reductions and the procedures for evaluating GHG mitigation initiatives that seek certification under the PROCLIMA Program.

Based on accurate and timely information, the Board of Directors shall carry out periodic evaluations, both of their results and the company's performance, and estimate whether the team has the relevant knowledge and skills.

**Direction:** The direction manages, administers, and legally represents the company before third parties. It executes the decisions of the Board of Directors. It carries out all the operations included in the corporate purpose, ensuring that it is fulfilled. Consequently, it may enter into or execute all acts or contracts included in the organizational mission or related to the existence and operation of the organization.

The management then has, as a legal representative, the broadest powers to act in all circumstances on behalf of the company, except for those powers which, according to the articles of association, the shareholders have reserved for themselves. Concerning third parties, the company will be bound by the acts and contracts entered into by the legal representative.

It is in charge of hiring the necessary personnel to carry out the positions created by the Executive Board and resolves everything related to the labour scheme that is incumbent upon it, with the power to delegate functions in this area. He is responsible for entering into contracts and obligations and executing the administrative acts of the company.

Within the framework of its functions, it shall ensure that resources are optimized to meet the company's objectives and supervise the performance and report to the Executive Board promptly on the activities, evaluations, and improvement plans related to fulfilling the policies and goals set. Likewise, it shall do the due reporting to the company and shareholders.

It is responsible for inter-institutional relations and participating in the collective construction of alternatives that favour the promotion of GHG mitigation initiatives, promoting the strengthening of the sector and preserving impartiality.

**Technical Committee:** The Technical Committee is responsible for providing support in constructing methods, data, and conceptual approaches to ensure the quality of GHG mitigation initiatives and other GHG projects that are certified and registered with the PROCLIMA Program.

From this Committee, interrelations and practices associated with national and international regulations are created, which are essential to address the current needs of the carbon market and other stakeholders. In this way, it seeks to have a direct impact on low-carbon growth and sustainable development.

The developments and approaches of this group of experts are based on their own experiences, on the needs of the company to maintain the observance of the proposed objectives, and on the expectations of the market agents, which lead to applicable and replicable responses in the short term.

Besides, the Technical Committee provides essential knowledge to determine the rules and procedures governing the PROCLIMA Program. Within this framework of action, this Committee is responsible for:

- a) provide guidelines for the design and approval of processes related to the certification and registration of GHG mitigation initiatives and other GHG projects,
- b) support the improvement of the Certification Program (Standard) and the rules and procedures,
- c) support the technical construction of methodologies for quantification of GHG reductions or removals, in sectors, and for types of projects eligible for the ProClima Certification Program,
- d) provide support for the generation of technical guidelines related to the company's objective, considering the needs of market agents,
- e) take decisions on the approval of methodologies formulated by other stakeholders,
- f) provide the basis for the performance of Validation and Verification Bodies (VVB) through a standardized management system, and ensuring that both the requirements established by PROCLIMA and the rules defined in sectoral, national, or international standards are met,
- g) evaluate applications from GHG mitigation initiatives and other GHG projects for certification, registration, and issuance of Verified Carbon Credits,
- h) to periodically review records and transactions and withdrawals of Verified Carbon Credits,
- i) review, while maintaining impartiality and confidentiality, the Verified Carbon Credit Certification and Withdrawal Statements,
- j) to contribute all their knowledge and experience in whatever task their support and professional work is required, bearing in mind the values of the company.

**Administration and Accountability area:** The administrative area supports the fulfilment of the company's objectives, from the perspective of integral management and adjusted to the vision of the Executive Board and the shareholders.

It is in charge of planning and supervision of issues related to financial planning, administrative record-keeping, invoicing, staff relations, and company logistics.

It is also in charge of accounting management and tax management and settlement. Among its functions are keeping a record and control of the documentation related to that purpose, applying everything required by the company in tax matters.

In summary, the administrative and accounting area is responsible for managing the human and financial resources of the organization.

**Communications area:** The role of the communications area is to lead the communications activities of PROCLIMA, both internally and externally. In fulfilling its function, the communications area establishes the content and means of communication, ensuring coherence and consistency with its communication objectives and codes. Likewise, it considers the particularities of the intended users and interested parties.

In this context, the communications area manages the company's image, making it visible, and strengthening communication channels by adequately involving the target audience.

**Additional aspects are described in the Corporate Government document available in:**

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dr-gobierno-corporativo.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Corporative-Government-v.1.0.pdf>

## **PART 2: Programme summary**

Program for the certification and registration of greenhouse gas (GHG) mitigation initiatives and other GHG projects that demonstrate compliance with the rules and procedures established by PROCLIMA.

It comprises the set of principles and requirements necessary for the design, development, validation, verification, and certification of mitigation initiatives and other GHG projects, as well as for the issuance of Verified Carbon Credits (CCV).

The PROCLIMA Standards seek to generate confidence in the market, promoting the participation of the private sector and strengthening mechanisms that favour the execution of mitigation actions, in order to achieve the objectives of national contributions, and for the voluntary carbon market development.

The scope of the Program is limited to:

- a) the following greenhouse gases covered by the Kyoto Protocol: carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), and nitrous oxide (N<sub>2</sub>O);
- b) mitigation initiatives using a methodology developed by this Program, applicable to sectoral GHG mitigation projects and REDD+ projects;
- c) mitigation initiatives using a method proposed and approved for use under the CMNUCC GHG mitigation mechanisms, appropriate to other GHG plans;
- d) mitigation initiatives that use a methodology developed by a national public body, which has been reviewed by the Technical Committee of the Intersectoral Commission on Climate Change;
- e) quantifiable GHG emission reductions and removals generated by the implementation of sectoral GHG mitigation projects as also when applicable to REDD+ projects;
- f) measurable and verifiable reductions of GHG emissions from other greenhouse gas projects.

The requirements for the design, validation, verification, and certification of programs, projects, actions, or activities, whose purpose is the reduction as also when applied to the removal of GHG emissions are described in the ProClima's carbon standards/program. The Program includes other documents that constitute the methodologies for the quantification of GHG emissions reductions and removals, defined by sector as also when applicable to project type.

Additional aspects of the program are described in the i) Organizational Briefing document, ii) program document, and iii) voluntary market standard, available in English in:

i) <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

ii) <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

iii) <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

And in Spanish (publicly disclosed) in:

- i) <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>
- ii) [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)
- iii) <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

### **PART 3: Emissions Unit Programme Design Elements**

**Note**—where “evidence” is requested throughout *Part 3* and *Part 4*, the programme is expected to provide web links to documentation and to identify the specific text, paragraph(s), or section(s) where TAB can find evidence of the programme procedure(s) in question. If that is not possible, then the programme may provide evidence of programme procedures directly in the text boxes provided (by copying/pasting the relevant provisions) and/or by attached supporting documentation, as recommended in “SECTION II: INSTRUCTIONS—**Form Completion: Supporting Evidence**”.

**Note**—“*Paragraph X.X*” in this form refers to corresponding paragraph(s) in Appendix A “Supplementary Information for Assessment of Emissions Unit Programmes”.

**Note**—Where the programme has any plans to revise the programme (e.g., its policies, procedures, measures, tracking systems, governance or legal arrangements), including to enhance consistency with a given criterion or guideline, provide the following information in response to any and all relevant form question(s):

- Proposed revision(s);
- Process and proposed timeline to develop and implement the proposed revision(s);
- Process and timeline for external communication and implementation of the revision(s).

Question 3.1. Clear methodologies and protocols, and their development process

Provide *evidence*<sup>7</sup> that the programme’s qualification and quantification methodologies and protocols are *in place* and *available for use*, including where the programme’s existing methodologies and protocols are publicly disclosed: (*Paragraph 2.1*)

All program’s qualification and quantification methodologies and protocols are available and publicly disclosed in Spanish, as it is the official language of ProClima.

The program documentation has been translated into English<sup>8</sup>, and available for use through the following links:

#### **In English:**

- i. Organizational Briefing document: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

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<sup>7</sup> For this and subsequent “evidence” requests, evidence should be provided in the text box (e.g., web links to documentation), and/or in attachments, as recommended in “SECTION II: INSTRUCTIONS—*Form Completion*”.

<sup>8</sup> All English documents are provided as evidence through the links. The web page in English is under development. Once the web page is ready in English, links to English documents will be disclosed publicly. All documents are currently public disclosed in Spanish in the web page [www.proclima.net.co](http://www.proclima.net.co)

- ii. Certification and Registration Program for GHG mitigation initiatives and other GHG projects V 2.3: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>
- iii. ProClima Standard for the Voluntary Carbon Market V.1.0: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>
- iv. Corporative Government: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Corporative-Government-v.1.0.pdf>
- v. Impartiality Management Policy: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Impartiality-Management-v1.0.pdf>
- vi. Policy and Procedures, Manual for Handling, Requests, Complaints and Claims: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-PQR-Policy-v1.0.pdf>
- vii. Treatment and Protection of Personal Data Policy: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-TP-Personal-Data-Policy-v1.0.pdf>
- viii. Project Cycle: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>
- ix. Validation and Verification Manual: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Validation-and-Verification-Manual-v1.2.pdf>
- x. AFOLU Methodology: Quantification of GHG Emission Reductions or Removals from Sectoral Mitigation Projects- GHG Removal Activities: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU Removal-activities v2.2.pdf>
- xi. AFOLU Methodology: Quantification of GHG Emission Reductions or GHG Removals from Sectoral GHG Mitigation Projects-Activities that Prevent Land-Use Change in High Mountain Ecosystems: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-Document-AFOLU-HME.v1.0.pdf>
- xii. Quantification of GHG Emission Reductions from REDD+ Projects: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects v2.2.pdf>
- xiii. Transportation Sector Methodology: Quantification of GHG Emission Reductions from the conversion of vehicles from gasoline to natural Gas: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Transportation-Sector-Methodology-v1.0.pdf>
- xiv. Energy sector: Projects Certification and Registration Guidelines -Non-Conventional Renewable Energy sources <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Energy-Sector-Guide-v1.0.pdf>
- xv. Manual of use and good practices of the registration platform: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>
- xvi. VVB Agreement: <https://proclima.net.co/wp-content/uploads/2021/02/F-PC-C-VVB-Agreement.pdf>



xvii. VVB Application Form: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-VVB-Application-form.pdf>

All Spanish documents are in place, available for use and **disclosed publicly** in the web page [www.proclima.net.co](http://www.proclima.net.co) through the following links:

In Spanish (publicly disclosed):

- i. Esquema Organizacional: <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>
- ii. Programa de Certificación y Registro de Iniciativas de Mitigación de GEI y otros proyectos de Gases de Efecto invernadero: [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)
- iii. Estándar para el Mercado Voluntario de Carbono de ProClima: <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>
- iv. Documento de Gobierno Corporativo: <https://proclima.net.co/wp-content/uploads/2020/07/dr-gobierno-corporativo.pdf>
- v. Manual de la Imparcialidad: <https://proclima.net.co/wp-content/uploads/2020/07/manejo-imparcialidad.pdf>
- vi. Manual de Políticas de PQR: [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Manual-de-politicas-PQR.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Manual-de-politicas-PQR.pdf)
- vii. Política de Tratamiento y Protección de Datos: [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Politica-tratamiento-y-proteccion-datos.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Politica-tratamiento-y-proteccion-datos.pdf)
- viii. Ciclo de Proyectos: [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)
- ix. Manual de Validación y Verificación: <https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA-Manual-de-validación-y-verificación-v1.2.pdf>
- x. Metodología Sector AFOLU: Cuantificación de las Reducciones de Emisiones o Remociones de GEI de Proyectos Sectoriales de Mitigación -Actividades de remoción de GEI: [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)
- xi. Metodología Sector AFOLU: Cuantificación de la Reducción de Emisiones o Remociones e GEI de Proyectos Sectoriales de Mitigación de GEI- Actividades que evitan el cambio de uso del suelo en ecosistemas de alta montaña: [https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico\\_AFOLU-en-EAM\\_Agosto2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico_AFOLU-en-EAM_Agosto2020.pdf)
- xii. Metodología Sector AFOLU: Cuantificación de las Reducciones de Emisiones o Remociones de GEI de Proyectos REDD+: <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

- Directrices para la selección de ecuaciones, parámetros y datos para calcular las remociones de GEI de actividades forestales: [https://proclima.net.co/wp-content/uploads/2021/02/Directrices-estimacion-remociones\\_ProClima\\_v1.1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Directrices-estimacion-remociones_ProClima_v1.1.pdf)
- xiii. Metodologías sector Transporte: Cuantificación de las Reducciones de Emisiones de GEI por Conversión de vehículos de gasolina a gas natural: [https://proclima.net.co/wp-content/uploads/2021/01/Proclima\\_Metodologia-Sector-Transporte-v1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/01/Proclima_Metodologia-Sector-Transporte-v1.0.pdf)
- xiv. Documento Orientativo sector Energía: Orientaciones par la Certificación y Registro de Proyectos: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima\\_Guia-Sector-ENERGIA.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima_Guia-Sector-ENERGIA.pdf)
- xv. Manual de uso y buenas prácticas de la plataforma de Registro: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)
- xvi. Acuerdo OVV-ProClima: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima\\_Acuerdo\\_OVV.docx](https://proclima.net.co/wp-content/uploads/2021/02/ProClima_Acuerdo_OVV.docx)
- xvii. Formulario de Aplicación de OVV: [https://proclima.net.co/wp-content/uploads/2020/10/F-PC-AP\\_Formato-Aplicación-OVV.docx](https://proclima.net.co/wp-content/uploads/2020/10/F-PC-AP_Formato-Aplicación-OVV.docx)

Summarize the programme’s process for developing further methodologies and protocols, including the timing and process for revision of existing methodologies: (*Paragraph 2.1*)

The development of Methodologies in ProClima shall be aligned with all Proclima’s principles, and provisions described in the program.

The development of Methodologies in ProClima is in charge of the Technical Committee and shall be reviewed and approved by the Executive Board.

The need to develop a new Methodology may occur only when:

1. A GHG mitigation project that has potential additionality characteristics is not included within the types of activities and sectors applicable to the existing ProClima methodologies, and
2. There is no methodology within the CDM applicable for the type of activity.

The requirements for the Executive Board to approve the development of a new methodology are listed in the Organizational Briefing Document, section 11.1

Once the development of a methodology has been approved and has already been developed under the responsibility or supervision of the technical committee, then it shall be submitted to the approval process, described in the Organizational Briefing Document section 11.1

Provide *evidence of the public availability* of the programme’s process for developing further methodologies and protocols: (*Paragraph 2.1*)

The Methodology Development Procedure is available in section **11.1 Development of Methodologies** of the **Organizational Briefing Document** of ProClima.

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### Question 3.2. Scope considerations

Summarize the level at which activities are allowed under the programme (e.g., project based, programme of activities, jurisdiction-scale): (*Paragraph 2.2*)

Standards developed by ProClima determine the scope at which activities are allowed under the program according to the sector and type of activity.

ProClima defines the following sectors in its Standards:

1. AFOLU Sector: refers to activities of Agriculture, Forestry and Other Land Uses
2. Energy Sector: refers to energy generation activities from Non-Conventional Renewable Energy Sources (FNCER)
3. Transportation Sector: refers to GHG mitigation activities applied in the transportation sector.
4. Waste Sector: refers to GHG mitigation activities applied through waste management.

ProClima’s Methodologies are developed by sector. Each Proclima’s Methodology shall specify which activities are included and excluded from the scope.

Summarize the eligibility criteria for each type of offset activity (e.g., which sectors, project types, and geographic locations are covered): (*Paragraph 2.2*)

ProClima defines the following project types:

1. Sectoral GHG mitigation projects

Sectoral GHG mitigation projects are initiatives, developed in Colombia, that include GHG emission reduction or removal activities other than REDD+, produced at a subnational and sectoral level.

## 2. REDD+ projects

These are GHG mitigation projects that implement REDD+ activities, cover a specifically defined subnational geographic area, and are privately or publicly owned, the latter within the framework of the functions assigned by the Law.

## 3. Other GHG projects

(a) Projects other than the sectoral GHG mitigation projects described in this Program Document (Section 9.1.1);

(b) Projects developed outside Colombian territory;

(c) Other greenhouse gas projects, which do not expect to demonstrate their mitigation results within the framework of meeting national climate change targets, established under the CMNUCC for Colombia;

(d) Energy generation projects (wind and solar energy) and energy efficiency;

(e) GHG emission reduction projects designed and monitored with Clean Development Mechanism methodologies.

Also, ProClima defines the following **sectors**:

### 1. AFOLU Sector: refers to activities of Agriculture, Forestry and Other Land Uses. ProClima has developed a Methodology for each of the following activities:

#### a. GHG removal activities

Name of the documents: *Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities*

#### b. Activities that generate emissions reductions from deforestation and forest degradation

Name of the document: *Quantification of GHG emission reductions from REDD + projects*

#### c. Activities that generate reductions or removals of GHG emissions by avoiding changes in land use in high mountain ecosystems

Name of the document: *Quantification of GHG Emission Reductions or GHG Removals from Sectoral GHG Mitigation Projects-Activities that Prevent Land-Use Change in High Mountain Ecosystems*

### 2. Energy Sector: refers to energy generation activities from Non-Conventional Renewable Energy (NCRE). ProClima adopts the Clean Development Mechanisms (CDM) of the United Nations Framework Convention on Climate Change (UNFCCC).

#### a. Only those methodologies established in the document named *Certification and registration of NCRE projects Guidelines* are applicable to ProClima's Carbon Standards.

3. Transportation Sector: refers to GHG mitigation activities applied in the transportation sector. The Methodology was developed by ProClima in collaboration with CARBO Sostenible:
  - a. Name of the document: *Quantification of GHG Emission Reductions from the conversion of vehicles from gasoline to natural Gas*
4. Waste Sector: refers to GHG mitigation activities applied through waste management. ProClima adopts the Clean Development Mechanisms (CDM) of the United Nations Framework Convention on Climate Change (UNFCCC). Only those methodologies established in sector 13 of the UNFCCC are applicable to ProClima's Carbon Standards.

Provide *evidence* of the Programme information defining a) level at which activities are allowed under the Programme, and b) the eligibility criteria for each type of offset activity, including its availability to the public: (Paragraph 2.2)

- a. ProClima defines the level at which activities are allowed under the standards as follows:

**Organizational Briefing document**

- Section 10.3 Defines the components of the ProClima Standards, determining type of activities as a mandatory component.

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Certification and Registration Program for GHG mitigation initiatives and other GHG projects:**

- Section 9 Project Types
- Section 10 General Requirements
- Section 11 Requirements for GHG mitigation activities
- Section 12 Requirements for other GHG projects

The Certification and Registration Program for GHG mitigation initiatives and other GHG projects document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 4.0 Area of applicability
- Section 8.1 Type of initiative
- Section 12 Participation in Voluntary Market and in the Regulated market

The Standard for the Voluntary Carbon Market document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

- b. Eligibility criteria for each type of offset activity is defined as follows:

### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities:**

- Section 4.0 Scope
- Section 5.0 Conditions of applicability
- Section 9.0 Eligible areas for sectorial projects of GHG mitigation in AFOLU

The methodology document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

### **Quantification of GHG emission reductions from REDD + projects**

- Section 3.0 Scope
- Section 4.0 Conditions of applicability
- Section 8.0 Spatial and temporal Limits

The methodology document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

### **Quantification of GHG Emission Reductions or GHG Removals from Sectoral GHG Mitigation Projects-Activities that Prevent Land-Use Change in High Mountain Ecosystems**

- Section 3.0 Scope
- Section 4.0 Conditions of applicability
- Section 7.0 Project limits

The methodology document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico\\_AFOLU-en-EAM\\_Agosto2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico_AFOLU-en-EAM_Agosto2020.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-Documents-AFOLU-HME.v1.0.pdf>

### **Projects Certification and Registration Guidelines -Non-Conventional Renewable Energy sources**

- Section 3.0 scope
- Section 4.0 Area of application
- Section 6.0 Types of projects and methodologies

The methodology document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/ProClima\\_Guia-Sector-ENERGIA.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima_Guia-Sector-ENERGIA.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Energy-Sector-Guide-v1.0.pdf>

### **Quantification of GHG Emission Reductions from the conversion of vehicles from gasoline to natural Gas**

- Section 4.0 Scope
- Section 5.0 Applicability
- Section 9.0 Project Limits

The methodology document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/01/Proclima\\_Metodologia-Sector-Transporte-v1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/01/Proclima_Metodologia-Sector-Transporte-v1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Transportation-Sector-Methodology-v1.0.pdf>

Question 3.3. Offset credit issuance and retirement procedures

Are procedures in place defining how offset credits are... (Paragraph 2.3)	
a) issued?	<input checked="" type="checkbox"/> YES
b) retired / cancelled?	<input checked="" type="checkbox"/> YES
c) subject to discounting (if any)?	<input checked="" type="checkbox"/> YES

Are procedures in place defining... (Paragraph 2.3)	
d) the length of crediting period(s)?	<input checked="" type="checkbox"/> YES
e) whether crediting periods are renewable?	<input checked="" type="checkbox"/> YES

Provide evidence of the procedures referred to in a) through e) (if any, in the case of “c”), including their availability to the public:

a) Credits Issuance

**Organizational Briefing Document**

- Section 16. Emission of Verified Carbon Credits

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Projects Cycle**

- Section 6.4 Emission of Verified Carbon Credits

The Projects Cycle document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>

**Manual of use and good practices of the registration platform**

- Section 5 Emission of Verified Carbon Credits



The Manual document is available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

b) Credits retirements/cancellation

**Organizational Briefing Document**

- Section 17. Transfers and Retirement

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Projects Cycle**

- Section 6.5 Transfers and Retirement

The Projects Cycle document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>

**Manual of use and good practices of the registration platform**

- Section 6 Transfers and Retirement

The Manual document is available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

c) Credits subject of discounting

**Organizational Briefing Document**

- Section16.2 Permanence

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 11.8 Leakage and non-permanence for GHG removal activities and REDD+ projects

The Certification and Registration Program for GHG mitigation initiatives and other GHG projects document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 8.7 Leakage and non-permanence

The Standard for the Voluntary Carbon Market document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

d) Length of Crediting periods

**Organizational Briefing Document**

- Section 10.3.2 Projects' Starting Date and Quantification periods

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 11.1 Starting date and quantification periods of GHG emission reductions and removals

The Certification and Registration Program for GHG mitigation initiatives and other GHG projects document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 8.2 Starting Date
- Section 8.3 Quantification period

The Standard for the Voluntary Carbon Market document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

- e) whether crediting periods are renewable

**Projects Cycle**

- Section 6.3 Certification and Register

The Projects Cycle document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)

English : <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>

Question 3.4 **Identification and Tracking**

Does the programme utilize an electronic registry or registries? ( <i>Paragraph 2.4.2</i> )	<input checked="" type="checkbox"/> YES
---	---

Provide web link(s) to the programme registry(ies) and indicate whether the registry is administered by the programme or outsourced to a third party (*Paragraph 2.4.2*):

ProClima developed its own registry named **Registration Platform**. The platform is administrated by ProClima.

The web link to the registry is <https://app.proclima.net.co/> however, only users have access to the registration platform.

The registration platform offers to users the possibility to self-manage their registration requests, and consult the relevant information of their projects and Verified Carbon Credits (VCC).

Registration requests include:

- a) User Account registration

- b) Project registration
- c) Verified quantification period registration (for a registered project)
- d) VCC emission (for a registered verified quantification period)
- e) Transactions and retirements (for issued VCC)

The registration platform implies constant interaction between the users and the ProClima team, as ProClima shall to review and approve any request from users.

Public information is automatically disclosed in the main web page of ProClima <https://proclima.net.co/> when a registration process has been accepted by ProClima through the registration platform.

In the main Menu Bar go to “*Plataforma de Registro*” and select “*Registro de Proyectos*” y *CCV* in the sub menu to access to the public registry.

The public registry offers three (3) tables:

- a) *Proyectos Registrados* (Registered Projects)

All projects registered under ProClima’s Porgram are disclosed in this table. By clicking in the Project ID, further public information about the project is revealed.

- b) *Créditos de Carbono Verificados* (Verified Carbon Credits)

All VCC issued by ProClima are disclosed in this table, including information about the project, the owner, quantification period, serial ID, etc. The table also displays the accountability of the VCC (available and cancelled VCC)

- c) *Transacciones y Asignación* (Transacctions and assignment)

All VCC cancellations are disclosed in this table. The information includes the final user of the VCC; the serial ID, the quantity, the project name, and the user that leads the cancellation through the registration platform.

Public information can be organized, filtered, and downloaded (.pdf and .xlsx) by the public.

Does the programme have procedures in place to ensure that the programme registry or registries...:	
a) have the capability to transparently identify emissions units that are deemed ICAO-eligible, in all account types ? ( <i>Paragraph 2.4.3</i> )	<input type="checkbox"/> YES
b) identify, and facilitate tracking and transfer of, unit ownership/holding from issuance to cancellation/retirement? ( <i>Paragraphs 2.4 (a) and (d) and 2.4.4</i> )	<input checked="" type="checkbox"/> YES

c) identify unit status, including retirement / cancellation, and issuance status? ( <i>Paragraph 2.4.4</i> )	<input checked="" type="checkbox"/> YES
d) assign unique serial numbers to issued units? ( <i>Paragraphs 2.4 (b) and 2.4.5</i> )	<input checked="" type="checkbox"/> YES
e) identify in serialization, or designate on a public platform, each unique unit's country and sector of origin, vintage, and original (and, if relevant, revised) project registration date? ( <i>Paragraph 2.4.5</i> )	<input checked="" type="checkbox"/> YES
f) are secure (i.e. that robust security provisions are in place)? ( <i>Paragraph 2.4 (c)</i> )	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the procedures referred to in a) through f), including the availability to the public of the procedures referred to in b), d), and f):

- a) In case ProClima's VCC are selected to be part of ICAO after this application, the registration platform will immediately adopt measures to identify ICAO-eligible emissions units. The software is capable to integrate new commands including the capability to transparently identify emissions units that are deemed ICAO-eligible, in all account types
- b) The registration platform has the capability to assign a unique identification for users, projects and VCC. Through the Platform, ProClima has the capability to track any registration request, holding user, transfer, and retirement, from issuance to retirement. Also, in the public register, public can identify the project and VCC owner, and the owner of a VCC in the moment of retirement.

#### **Organizational Briefing Document**

- Section 13.2 Public Register
- Section 16.3 Traceability and VCC custody

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

#### **Project Cycle document:**

- Section 6.4.3 Traceability and Custody of CCVs

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>

#### **Manual of use and good practices of the registration platform**

- Section 8.0 Public Registration of the Registration Platform

The Manual is available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

- c) The unit status is disclosed in the public registry through the table “Créditos de Carbono Verificados”. The table displays the quantity of VVC that are available and retired of a VCC serial. Also, the unit status can be consulted by the user of the registration platform in his user interface. The status shown through the interface are i) issued, ii) transferred, iii) retired/cancelled and iv) available.

#### **Manual of use and good practices of the registration platform**

- Section 8.0 Public Registration of the Registration Platform

The Manual is available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

- d) The registration platform is settled to ensure that every unit is unique. The serial ID configuration was designed to assure that there is no other unit identified under the same serial. As second barrier, the registration platform has the capability to identify the potential generation of an ID that already exists. In response, the platform software will create a different serial ID guarantying the ID is consistent to the information it shall display.

#### **Organizational Briefing Document**

- Section 16 Verified Carbon Credits emission

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

#### **Manual of use and good practices of the registration platform**

- Section 9.0 Serial Identification

The Manual is available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

e) The Serial ID of VCCs is designed considering the following information:

- Name of the Standard (PCR for ProClima Registry)
- Country
- User ID (unique numeric code for each user account)
- Type of project (according to type of activities defined in the standard)
- Consecutive of the project number registered by the user
- Type of destination
- Starting Vintage (yyymm)
- Ending Vintage (yyymm)
- Initial serial
- Final serial

The first 5 information fields provided by the serial ID represents the project ID, that can be used to deepen information about the project in the public registry.

The schema of the serial ID is presented in the web page: <https://proclima.net.co/>

### **Organizational Briefing Document**

- Section 16.1 Serial Identification

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Manual of use and good practices of the registration platform**

- Section 9.0 Serial Identification

The Manual is available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

f) The ProClima Registration Platform was developed with secure code policies in mind. The software considers the security of the registry through the following components:

- SSL certificate so that the information is encrypted and protected.
- ReCaptcha by Google
- Identity validation through email verification
- Secure passwords
- Internal control of access to the platform
- Development based on secure code programming and OWASP policies
- Server provider
- Automatic backup
- Firewall
- Preventive and corrective maintenance of cyber threats

#### **Organizational Briefing Document**

- Section 13.3 Security of the Registry

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

List any/all international data exchange standards to which the programme's registry(ies) conform: (*Paragraph 2.4 (f)*)

Currently, ProClima has not data exchange with other programs. However, the future of the registration platform is to diversify applications and functions, to be capable of exchange data for units' transactions between registries. ProClima will be coherent and will develop functions following the development of the carbon markets and national and international policies and best practices.

Are policies and robust procedures in place to...	
---	--



a) prevent the programme registry administrators from having financial, commercial or fiduciary conflicts of interest in the governance or provision of registry services? ( <i>Paragraph 2.4.6</i> )	<input checked="" type="checkbox"/> YES
b) ensure that, where such conflicts arise, they are appropriately declared, and addressed and isolated? ( <i>Paragraph 2.4.6</i> )	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) and b):

a) and b)

ProClima developed the Impartiality Management Policy

Proclima has developed a regulatory document for the management of impartiality in the certification and registration processes of GHG mitigation initiatives and other GHG projects. This document defines that the fundamental principle for the management of impartiality, applied by ProClima, is that the people involved in the professional team of the organization will not be part of the certification processes of GHG mitigation initiatives in which the professional would have had some participation. Also, it determines that ProClima will not provide consulting or advisory services to any client of the organization.

#### Organizational Briefing Document

- Section 9.2 Impartiality Management

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Impartiality Management Policy** available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/manejo-imparcialidad.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Impartiality-Management-v1.0.pdf>

- b) The *terms and reference of the use of the registration platform* and the Contract between account holders and ProClima are designed to address and isolate these conflicts.

Are provisions in place...	
a) ensuring the screening of requests for registry accounts? ( <i>Paragraph 2.4.7</i> )	<input checked="" type="checkbox"/> YES
b) restricting the programme registry (or registries) accounts to registered businesses and individuals? ( <i>Paragraph 2.4.7</i> )	<input checked="" type="checkbox"/> YES

c) ensuring the periodic audit or evaluation of registry compliance with security provisions? (Paragraph 2.4.8)	<input checked="" type="checkbox"/> YES
--	---

Summarize and provide evidence of the registry security provisions referred to in a) through c):

- a) The ProClima team has the responsibility and capability to review and evaluate the registry request of every new user account.

The potential new user shall comply with all documentation requirement and to sign up, including but not limited to:

- A document authorizing a person to register the account in the name of the company. The Authorization shall be signed up by the legal representative of the company
- A declaration where the legal representative declares the legal origin of their funds.

The ProClima team will check that all information provided is complete and consistent and will decline or accept the new registry through the functionalities provided by the registration platform.

#### **Organizational Briefing Document**

- Section 14 Projects Cycle

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

#### **Projects Cycle**

- Section 6.1 Creating an account in the registration Platform

The Projects Cycle document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>

#### **Manual of use and good practices of the registration platform**

- Section 2.0 User Registry

The Manual is available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

- b) When there is a new register request, ProClima will check that all information provided is complete and consistent and will decline or accept the new registry through the functionalities provided by the registration platform. If the documentation is appropriate but the type of account selected by the potential account holder is not adequate, the ProClima team can select the account type or suggest to the potential user before decline or accept the request.

ProClima has determined **three types of account** that defines the functionalities and restrictions the users/accounts holders have within the registration platform. These three types are:

- General account holder
- Project-owner account holder
- Aggregator account holder

### **Projects Cycle**

- Section 6.1 Creating an account in the registration Platform

The Projects Cycle document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>

### **Manual of use and good practices of the registration platform**

- Section 2.0 User Registry

The Manual is available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

- c) Preventive and corrective maintenance of cyber threats is performed once every three months by informatic experts: prevention of unauthorized entry to the website as plugins and code (hacking), elimination of recurrent hacking, and prevention of modification of site content. Maintenance also includes review of the operating system configurations, Apache and PHP, scanning of vulnerabilities, analysis of security into all sites (Blackbox, Greybox, Whitebox), detection and identification of malware present on the server, implementation of recommendations and server configuration settings, and site remediation.

### **Organizational Briefing Document**

- Section 13.3 Security of the Registry

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### Question 3.5 Legal nature and transfer of units

Does the programme define and ensure the following:	<input checked="" type="checkbox"/> YES
a) the underlying attributes of a unit? ( <i>Paragraph 2.5</i> )	
b) the underlying property aspects of a unit? ( <i>Paragraph 2.5</i> )	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of *the processes, policies, and/or procedures referred to in a) and b)*, including their availability to the public:

a) and b)

ProClima's Carbon Standards establishes attributes and requirements for carbon. The carbon rights are defined by the ownership of the CCV and represents the benefits obtained by owning a VCC such as payments or benefits received for the reduction of emissions or GHG removals.

### **Organizational Briefing Document**

- Section 10.3.10 Carbon ownership and rights

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Certification and Registration Program for GHG mitigation initiatives and other GHG projects:**

- Section 10.7 Carbon ownership and rights

The Certification and Registration Program for GHG mitigation initiatives and other GHG projects document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 8.11 Carbon ownership and rights

The Standard for the Voluntary Carbon Market document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

- b) The *terms and reference of the use of the registration platform* include provisions regarding carbon rights

Question 3.6 Validation and verification procedures

Are standards, requirements, and procedures in place for... ( <i>Paragraph 2.6</i> )	
a) the validation of activities?	<input checked="" type="checkbox"/> YES
b) the verification of emissions reductions?	<input checked="" type="checkbox"/> YES
c) the accreditation of validators?	<input checked="" type="checkbox"/> YES
d) the accreditation of verifiers?	<input checked="" type="checkbox"/> YES

Provide evidence of the standards, requirements, and procedures referred to in a) through d), including their availability to the public:

- a) And b)

ProClima will only issue Verified Carbon Credits (CCV) for GHG emission reductions or removals that have been validated and verified by a Validation and Verification Body that complies with the principles and requirements related to competence, coherence, and impartiality.

According to ISO 14064-3, the principles to be applied in the validation and verification processes are the following: Independence, integrity, impartial presentation, due professional care, professional judgment, and an evidence-based approach.

Specific requirements and procedures applicable for validation and verification bodies are available in Proclima's Standards and regulatory documents.

- C and d)

The GHG validation and verification body shall be accredited by the National Accreditation Body of Colombia – (ONAC per its acronym in Spanish), or by a signatory member accreditation body of the International Accreditation Forum (IAF) that has in its offer of services "the accreditation program of GHG Emissions Verification Body" under the requirements of the ISO 14065 standard. This last option will be valid until there is a Mutual Recognition Agreement (MLA, for its acronym in English) under the provisions of Decree 1595 of 2015 (Colombia)

The organizations accredited by the Executive Board of the Clean Development Mechanism (CDM) as the designated operational entity (DOE), may carry out until December 31, 2020 validation and verification processes under the requirements of the ISO 14065 standard, Chapter 7 and Section 1 of Chapter 8 of Title 1 of Part 2 of Book 2 of Decree 1074 of 2015 (Colombia) or the regulations that modify or replace them.

Evidence for a) to d)

### **Organizational Briefing Document**

- Section 12 Validation and Verification Bodies

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 14.1 Validation
- Section 14.2 Verification
- Section 14.3 Specific considerations for validation and verification of GHG mitigation initiatives

The Certification and Registration Program for GHG mitigation initiatives and other GHG projects document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 13.1 Validation
- Section 13.2 Verification
- Section 13.3 Specific considerations for validation and verification of GHG mitigation initiatives
- Section 13.4 Statement of validation or verification

The Standard for the Voluntary Carbon Market document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

Also, ProClima has developed the **Manual for the validation and verification of GHG mitigation initiatives and other greenhouse gas projects** with clear requirements and specific instructions that Verification and Validation bodies shall comply with.

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA-Manual-de-validación-y-verificación-v1.2.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Validation-and-Verification-Manual-v1.2.pdf>

### Question 3.7 Programme governance

Does the programme publicly disclose who is responsible for the administration of the programme? ( <i>Paragraph 2.7</i> )	<input checked="" type="checkbox"/> YES
Does the programme publicly disclose how decisions are made? ( <i>Paragraph 2.7</i> )	<input checked="" type="checkbox"/> YES

Provide evidence that this information is available to the public:

- a) The Corporative Government document is publicly disclosed on the web page. It defines that the Direction manages, administers, and legally represents the company before third parties. In consequence, the Direction is directly responsible for the administration of the Program.
- b) The Corporative Government document is publicly disclosed on the web page. It also defines how decisions are made in ProClima. The executive board, the direction, and the technical committee are the three main roles in the company proposing ideas, deciding, and executing them, respectively.

Evidence for a) and b)

#### **Organizational Briefing Document**

- Section 9 Corporative Government

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

#### **Corporative Government document**

- Section 5.1 Executive board

- Section 5.2 Direction
- Section 5.3 Technical Committee

The Corporative government document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dr-gobierno-corporativo.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Corporative-Government-v.1.0.pdf>

Can the programme demonstrate that it has... ( <i>Paragraph 2.7.2</i> )	
a) been continuously governed for at least the last two years?	<input checked="" type="checkbox"/> YES
b) been continuously operational for at least the last two years?	<input checked="" type="checkbox"/> YES
c) a plan for the long-term administration of multi-decadal programme elements?	<input type="checkbox"/> YES
d) a plan for possible responses to the dissolution of the programme in its current form?	<input type="checkbox"/> YES

Provide evidence of the activities, policies, and procedures referred to in a) through d):

- ProClima was founded in January 2019 as ProClima ESAL. Since that time, ProClima has been dedicated to the certification and registration of Greenhouse Gas (GHG) mitigation initiatives, and to the promotion of climate change mitigation actions. With the evolution of the carbon market in Colombia and the rest of the world, ProClima developed its program intending to promote low-carbon growth while ensuring compliance with national and international policies. Since September 2019, ProClima became ProClima SAS, and continued to favour the financing mechanisms for actions to combat climate change and adapt to its effects, through the certification and registration of GHG mitigation projects.
- Since the foundation, ProClima has been operational, by developing standards and methodologies. A VCC certificate was issued in May 2019 (under the NTC6208 and ICONTEC regulation) see figure below. The first Version of the Carbon Standard developed by ProClima was disclosed on December 10, 2019. Since then, all projects registries and VCC certifications are evaluated under this standard. Between 2019 and 2020, various projects have been registered and certified by ProClima.





## DECLARACIÓN DE ADJUDICACIÓN

La organización PROCLIMA certifica que

**INICIATIVA:** Proyecto Forestal CO2Cero® Caucho El Viento

**TITULAR DE LA INICIATIVA:** ECOLOGIC SAS

**NIT:** 900440679-2

Hace entrega de **15.407 Bonos de carbono** identificados con la siguiente

codificación:

**SERIALES:** PCR-CO-ECO-14-002-2-1001-1812-0000001-0015407

**NÚMERO DE BONOS A ADJUDICAR:** 15.407 de 118.066 disponibles

**VALIDADO Y VERIFICADO POR:** ICONTEC

**A Zeuss Petroleum SA**

**NIT 811043174-1**

Ángela Duque  
Directora  
PROCLIMA

Se emite siendo los 21 días del mes de mayo de 2019, en la ciudad de Bogotá D.C., Colombia

- c) ProClima is currently developing a plan for the long-term administration of multi-decadal program elements. It is expected to disclose the plan by mid-year 2021.
- d) ProClima will develop a plan for possible responses to the dissolution of the program. It is expected to disclose the plan by mid-year 2021.

Are policies and robust procedures in place to...	
a) prevent the programme staff, board members, and management from having financial, commercial or fiduciary conflicts of interest in the governance or provision of programme services? ( <i>Paragraph 2.7.3</i> )	<input checked="" type="checkbox"/> YES
b) ensure that, where such conflicts arise, they are appropriately declared, and addressed and isolated? ( <i>Paragraph 2.7.3</i> )	<input type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) and b):

- a) And b) ProClima developed the Impartiality Management Policy

Proclima has developed a regulatory document for the management of impartiality in the certification and registration processes of GHG mitigation initiatives and other GHG projects. This document defines that the fundamental principle for the management of impartiality, applied by ProClima, is that the people involved in the professional team of the organization will not be part of the certification processes of GHG mitigation initiatives in which the professional would have had some participation. Also, it determines that ProClima will not provide consulting or advisory services to any client of the organization.

## Organizational Briefing Document

- Section 9.2 Impartiality management

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Impartiality Management Policy** available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/manejo-imparcialidad.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Impartiality-Management-v1.0.pdf>

If the programme is not directly and currently administered by a public agency, can the programme demonstrate up-to-date professional liability insurance policy of at least USD\$5M? ( <i>Paragraph 2.7.4</i> )	<input type="checkbox"/> YES
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Provide evidence of such coverage:

ProClima requires to VVB to provide evidence about their professional liability insurance policy according to the Agreement signed between the Validation and Verification Body of GHG mitigation projects and ProClima.

Numerical g) of the Second Article of the agreement states:

### ***“SECOND. Obligations of the VVB***

*.....(g) demonstrate that they have professional civil liability insurance, giving scope to what is established in Article 2.2.1.7.8.6 (Professional civil liability policies of Conformity Assessment Bodies), of Decree 1595 of 2015, that which modify or update it, or whatever applies...”*

ProClima does not have a liability insurance policy. Nevertheless, if necessary, a professional liability insurance policy could be acquired by ProClima.

The VVB agreement is available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima\\_Acuerdo\\_-OVV.docx](https://proclima.net.co/wp-content/uploads/2021/02/ProClima_Acuerdo_-OVV.docx)

English: <https://proclima.net.co/wp-content/uploads/2021/02/F-PC-C-VVB-Agreement.pdf>

Question 3.8 Transparency and public participation provisions

Does the programme publicly disclose... ( <i>Paragraph 2.8</i> )	
a) what information is captured and made available to different stakeholders?	<input checked="" type="checkbox"/> YES
b) its local stakeholder consultation requirements (if applicable)?	<input checked="" type="checkbox"/> YES
c) its public comments provisions and requirements, and how they are considered (if applicable)?	<input checked="" type="checkbox"/> YES

Provide evidence of the public availability of items a) through c):

a) The information that ProClima made available for stakeholders is:

- I. ProClima governance documents (standards, methodologies, manuals, documents related to Proclima’s organizational structure, and forms)
- II. Projects relevant information. Information that shall be public according to best practices and national regulation (Project owner, location, duration, standard applied, OVV, verification and validation report, pictures, map, county, description)

The public registry also displays information issued by ProClima like VCC emissions, and retirements.

**The Organizational Briefing Document** details what information is available to stakeholders.

- Section 13.2 Public Registry

The Organizational Briefing document is available in:

English:

Spanish (publicly disclosed):

- b) And c) Holders of GHG mitigation initiatives should carry out a stakeholder consultation, before validation, to report on project activities and design, as well as to facilitate access to all information related to the potential environmental and social effects of the project.

ProClima Publicly discloses its local stakeholder consultation requirements, provisions, and procedures in the following documents:

**Organizational Briefing Document**

- Section 10.3.15 Stakeholders consultation

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 10.12 Stakeholder Consultation

The Certification and Registration Program for GHG mitigation initiatives and other GHG projects document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 8.16 Stakeholders consultation

The Standard for the Voluntary Carbon Market document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

Does the programme conduct public comment periods relating to... ( <i>Paragraph 2.8</i> )	
a) methodologies, protocols, or frameworks under development?	<input checked="" type="checkbox"/> YES
b) activities seeking registration or approval?	<input checked="" type="checkbox"/> YES
c) operational activities (e.g., ongoing stakeholder feedback)	<input checked="" type="checkbox"/> YES
d) additions or revisions to programme procedures or rulesets?	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of any programme procedures referred to in a) through d):

- And c) Through the preparation and consolidation of its standards and methodologies, ProClima seeks to reduce the risks associated with the certification and registration of GHG mitigation initiatives, and to strengthen and conservatively maintain the interests of the stakeholders. To optimize the implementation of ProClima standards and methodologies, the ProClima program requires that every Standard and Methodological Document be submitted to the public consultation process.

The application of the public consultation process is a fundamental tool to improve the continuous interaction between ProClima and all interested parties, and to respond to the application of the principles of the ProClima program, essentially responsibility, quality, and integrity. Likewise, consultation with interested parties guarantees the right to intervention that citizens have. Through the process, they can

participate freely, individually, or collectively, to directly influence decisions on standards and methodologies.

ProClima discloses and communicates to the public which documents and when the public consultation is taking place through the web page and social media.

Also, ProClima discloses to the Public every consultation result in the webpage [www.proclima.net.co](http://www.proclima.net.co)

The public consultation procedure is disclosed in the **Organizational Briefing Document**

- Section 8.3 Public Consultation Procedure

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

- b) In the home page of ProClima, sub menu “Trayectoria”, ProClima Displays the number of projects that are in the process of registration.

D. Each document presents the history revisions: number/ version and date of issuance.

Communication team discloses through media (Facebook, LinkedIn and webpage) the new program procedures or rulesets

### Question 3.9 Safeguards system

Are safeguards in place to address... ( <i>Paragraph 2.9</i> )	
a) environmental risks?	<input checked="" type="checkbox"/> YES
b) social risks?	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the safeguards referred to in a) and b), including their availability to the public:

- a) The ProClima Carbon Standards establish the requirements for the analysis of the foreseeable potential effects on biodiversity and ecosystems, generated by the activities of the GHG mitigation initiative.

They also establish the safeguards applicable to the type of activity to identify, evaluate and manage the environmental risks inherent to the implementation of the project.

- b) The ProClima Carbon Standards establish requirements for the analysis of the foreseeable potential effects on the socio-economic aspects of a population, generated by the activities of the GHG mitigation initiative. They also establish the safeguards applicable to the type of activity to identify, evaluate and manage the social risks inherent to the implementation of the project.

Evidence a) and b)

### **Organizational Briefing Document**

- Section 10.3.11 Environmental aspects
- Section 10.3.12 Socioeconomic aspects

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 10.8 Environmental aspects
- Section 10.9 Socioeconomic aspects

The Certification and Registration Program for GHG mitigation initiatives and other GHG projects document is available in:

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 8.13 Environmental aspects
- Section 8.14 Socioeconomic aspects

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

### **Quantification of GHG emission reductions from REDD + projects**

- Section 12 REDD+ safeguards
- The methodology document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

Question 3.10 Sustainable development criteria

Does the programme use sustainable development criteria? ( <i>Paragraph 2.10</i> )	<input checked="" type="checkbox"/> YES
Does the programme have provisions for monitoring, reporting and verification in accordance with these criteria? ( <i>Paragraph 2.10</i> )	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to above:

The ProClima Carbon Standards establish the requirements that GHG mitigation initiatives shall demonstrate in compliance with the SDGs applicable to project activities, and the provisions for the monitoring plan regarding SDG's.

**Organizational Briefing Document**

- Section 10.3.13 Sustainable Development Goals

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 10.10 Sustainable Development Goals
- Section 10.11 items i) and j) Monitoring Plan

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 8.15 Sustainable Development Goals

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

Question 3.11 Avoidance of double counting, issuance and claiming

Does the programme use sustainable development criteria? ( <i>Paragraph 2.10</i> )	<input checked="" type="checkbox"/> YES
Does the Programme provide information on how it addresses double counting, issuance and claiming in the context of evolving national and international regimes for carbon markets and emissions trading? ( <i>Paragraph 2.11</i> )	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the information referred to above, including its availability to the public:

- a) The ProClima Carbon Standards establish the requirements that GHG mitigation initiatives shall demonstrate in compliance with the SDGs applicable to project activities, and the provisions for the monitoring plan regarding SDG's.

#### **Organizational Briefing Document**

- Section 10.3.13 Sustainable Development Goals

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

#### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 10.10 Sustainable Development Goals
- Section 10.11 items i) and j Monitoring Plan

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

#### **Standard for the Voluntary Carbon Market:**

- Section 8.15 Sustainable Development Goals

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

- b) ProClima defines the meaning of “double counting” as the prohibition of assigning a GHG mitigation results accounted for (in tons of CO<sub>2</sub>e) in the following scenarios:

- A ton of CO<sub>2</sub>e is counted more than once to demonstrate compliance with the same GHG mitigation goal.



- One ton of CO<sub>2</sub>e is counted to demonstrate compliance with more than one GHG mitigation goal.
- A ton of CO<sub>2</sub>e is used more than once to obtain remuneration, benefits, or incentives
- One ton of CO<sub>2</sub> is verified, certified, or accredited through the implementation of more than one GHG mitigation initiatives

The Registry System is an accounting and custody system for the issuance, transfer and withdrawal of VCC (Verified Carbon Credits), that ensures none of the scenarios described above take place.

During VCC emission, a unique VCC is generated only once for each ton of GHG reduction or removal certified by ProClima.

During VCC retirement, a VCC can be retired only once, and a unique destination can be chosen.

Once procedures of Validation and Verification have finished, and after ProClima have reviewed all information complies with ProClima Standard and applicable methodology, ProClima will issue a **GHG Statement**. The numeral C of the Statement declares:

*“...c) The project has a positive opinion from the Validation and Verification Body (VVB), informing that the calculation of GHG emission reductions or removals is presented in a pertinent, comprehensive, reliable, comparable, consistent, accurate manner. , transparent, conservative, and avoiding double accounting, for the period reported in the verification report.....”*

#### **Organizational Briefing Document**

- Section 8.2.7.4 Avoiding Double Counting
- Section 13 Registry System and registration Platform
- Section 16.1 Item 3 Serial Identification
- Section 17 Transfers and retirements of VCC

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**PART 4: Carbon Offset Credit Integrity Assessment Criteria**

*Note*—where “evidence” is requested throughout *Part 3* and *Part 4*, the Programme should provide web links to documentation. If that is not possible, then the programme may provide evidence of programme procedures directly in the text boxes provided (by copying/pasting the relevant provisions) and/or by attached supporting documentation, as recommended in “SECTION II: INSTRUCTIONS—*Form Completion*”.

*Note*—“*Paragraph X.X*” in this form refers to corresponding paragraph(s) in Appendix A “Supplementary Information for Assessment of Emissions Unit Programmes”.

*Note*—Where the programme has any plans to revise the programme (e.g., its policies, procedures, measures, tracking systems, governance or legal arrangements), including to enhance consistency with a given criterion or guideline, provide the following information in response to any and all relevant form question(s):

- Proposed revision(s);
- Process and proposed timeline to develop and implement the proposed revision(s);
- Process and timeline for external communication and implementation of the revision(s).

Question 4.1 Are additional

Do the Programme’s carbon offsets... ( <i>Paragraph 3.1</i> )	
a) represent greenhouse gas emissions reductions or carbon sequestration or removals that exceed any greenhouse gas reduction or removals required by law, regulation, or legally binding mandate?	<input checked="" type="checkbox"/> YES
b) exceed any greenhouse gas reductions or removals that would otherwise occur in a conservative, business-as-usual scenario?	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) and b), including their availability to the public:

ProClima, through its Standards and methodologies, establishes the criteria of baselines and additionality and the details on the demonstration of additionality that every GHG mitigation initiative shall comply with, understanding by additionality the reductions of GHG emissions or removals that the project demonstrates that they would not have occurred in the absence of the mitigation initiative, and they generate a net benefit to the atmosphere, with respect to their baseline.

Evidence (all Spanish versions are currently disclosed to the public. English versions will be available by mid-year 2021):

Organizational Briefing Document

- Section 10.3.6 Additionality

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 11. 7 Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 8.6 Additionality

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

**Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

- Section 11. 2 (11.2.1 and 11.2.2) Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

**Quantification of GHG emission reductions or removals from sectoral mitigation projects – activities that prevent land use change in high mountain ecosystems**

- Section 8 Baseline Identification and Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico\\_AFOLU-en-EAM\\_Agosto2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico_AFOLU-en-EAM_Agosto2020.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-Documen-AFOLU-HME.v1.0.pdf>

**Quantification of GHG emission reductions from REDD + projects**

- Section 9 Baseline Identification and Additionality

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

### **Certification and registration of NCRE projects Guidelines**

- Section 10 Baseline Identification and Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/ProClima\\_Guia-Sector-ENERGIA.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima_Guia-Sector-ENERGIA.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Energy-Sector-Guide-v1.0.pdf>

### **Quantification of GHG Emission Reductions from the conversion of vehicles from gasoline to natural Gas**

- Section 10 (Section 10.2) Baseline Identification and Additionality (Additionality analysis)

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/01/Proclima\\_Metodologia-Sector-Transporte-v1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/01/Proclima_Metodologia-Sector-Transporte-v1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Transportation-Sector-Methodology-v1.0.pdf>

Is additionality and baseline-setting... ( <i>Paragraph 3.1</i> )	
a) assessed by an accredited and independent third-party verification entity?	<input checked="" type="checkbox"/> YES
b) reviewed by the programme?	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) and b), including their availability to the public:

- Under ProClima standards additionality shall be validated, verified, and declared by the validation and verification body.

Validation and verification bodies, which carry out the validation and verification of GHG projects, shall work in an independent, reliable, non-discriminatory and transparent manner, respecting the applicable legislation and complying, in particular:

- information used to determine additionality, as defined in this Program, to select baselines, reference levels and maximum mitigation potentials and their application, shall not be considered confidential.

The validation and verification body, contracted by the GHG mitigation initiative holder, shall evaluate the documentation and information related to the design of the initiative and shall determine whether the initiative holder complies with all the provisions of this Program and the others that apply to it, examining, among other aspects, the following:

- Baseline and Reference Scenario

Evidence:

#### **Organizational Briefing Document**

- Section 10.3.6 Additionality

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

#### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 11. 7 Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

#### **Standard for the Voluntary Carbon Market:**

- Section 8.6 Additionality

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

#### **Validation and Verification manual**

- Section 8.1 General requirements- second item e
- Section 9.1 Validation (item f)
- Annex A. Document review section (item d)

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA-Manual-de-validación-y-verificación-v1.2.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Validation-and-Verification-Manual-v1.2.pdf>

- b) ProClima will review that the Project Document complies with requirements specified in the Standard and applicable methodology. The technical committee analyse if the project actually meets the expectations of the standard, and with each procedure described in the applicable methodology, including the additionality analysis.

Evidence

### **Corporative Government Document**

- Section 5.3 Technical Committee (item g)

The Corporative Government Document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dr-gobierno-corporativo.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Corporative-Government-v.1.0.pdf>

Identify one or more of the methods below that the programme has procedures in place to ensure, and to support activities to analyze and demonstrate, that credited mitigation is additional; which can be applied at the project- and/or programme-level: (*Paragraphs 3.1, and 3.1.2 - 3.1.3*)

- Barrier analysis
- Common practice / market penetration analysis
- Investment, cost, or other financial analysis
- Performance standards / benchmarks
- Legal or regulatory additionality analysis (as defined in *Paragraph 3.1*)

Summarize and provide evidence of the policies and procedures referred to in the above list, including describing any/all additionality analyses and test types that are utilized under the programme:

Additionality analysis at ProClima is specifically determined according to the applicable methodology. Each Additionality analysis procedure is described Step by Step in the Methodology, as follows:

GHG remotion activities:

Step 1: Positive List

Step 2: Investment Analysis

Step 3: Barrier Analysis

#### Step 4. Impacts of Project Registry

#### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

- Section 11. 2 (11.2.1 and 11.2.2) Additionality

Spanish (publicly disclosed):

Activities that prevent land use change in high mountain ecosystems:

Step 0: Starting date

Step 1: Identification of soil/land use

Step 2: Barrier Analysis

Step 4: Impacts of Project Registry

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

#### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – activities that prevent land use change in high mountain ecosystems**

- Section 8 Baseline Identification and Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico\\_AFOLU-en-EAM\\_Agosto2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico_AFOLU-en-EAM_Agosto2020.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-Document-AFOLU-HME.v1.0.pdf>

#### **REDD+ projects:**

Step 0: Starting date

Step 1: Identification of soil/land use

Step 2: Barrier Analysis

Step 4: Impacts of Project Registry

For REDD+ projects

REDD+ project holders shall demonstrate a net benefit to the atmosphere in terms of reduced or removed GHG emissions and that the mitigation outcome would not have occurred in the absence of the initiative.

### **Quantification of GHG emission reductions from REDD + projects**

- Section 9 Baseline Identification and Additionality

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

For the identification of the baseline scenario and the demonstration of additionality, what is described in detail in the "baseline methodology" section of the CDM methodology document corresponding to the type of project shall be applied. Additionally, the project shall comply with the provisions of resolution 1447/2018, which is also described in the ProClima standard in section 10.5, regarding the requirements to identify the baseline. Finally, Proclima provides in the guidance document the procedure to select the CDM tool to use.

### **Certification and registration of NCRE projects Guidelines**

- Section 10 Baseline Identification and Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/ProClima\\_Guia-Sector-ENERGIA.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima_Guia-Sector-ENERGIA.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Energy-Sector-Guide-v1.0.pdf>

### **Transport Sector**

Step 0: Starting date

Step 1: Identification of alternatives

Step 2: Investment Analysis

Step 3: Barrier Analysis

Step 4: Impacts of Project Registry

Step 5: Common practices Analysis

### **Quantification of GHG Emission Reductions from the conversion of vehicles from gasoline to natural Gas**

- Section 10 (Section 10.2) Baseline Identification and Additionality (Additionality analysis)

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/01/Proclima\\_Metodologia-Sector-Transporte-v1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/01/Proclima_Metodologia-Sector-Transporte-v1.0.pdf)



English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Transportation-Sector-Methodology-v1.0.pdf>

If the Programme provides for the use of method(s) not listed above, describe the alternative procedures and how they ensure that activities are additional: (*Paragraph 3.1*)

Not applicable

If the programme designates certain activities as automatically additional (e.g., through a “positive list” of eligible project types), does the programme provide clear evidence on how the activity was determined to be additional? ( <i>Paragraph 3.1</i> )	<input checked="" type="checkbox"/> YES
---	---

Summarize and provide evidence of the policies and procedures for determining the automatic additionality of activities, including a) the criteria used to determine additionality and b) their availability to the public:

- a) The positive list is only used in the AFOLU sector, in the methodology for GHG emission removal activities.

This positive list represents automatic additionality for projects that show special conditions. A project is qualified in advance as additional if it meets at least one of the following conditions:

- a) Sectoral GHG projects, in the AFOLU sector that include areas destined for ecological restoration (passive or active) in 40% or more of the total project area;
- b) GHG sector projects in the AFOLU sector with areas not exceeding 200 hectares;
- c) Sectoral GHG projects in the AFOLU sector that include the planting of native species in 60% or more of the total project area;
- d) Sectoral GHG projects, in the AFOLU sector, developed by and in the territories of indigenous, black, or peasant communities, which are constituted as community associations or organizations;
- e) Forest crops in which 60% or more of the total project area is located outside the areas of high aptitude for forest plantations for commercial purposes, according to the UPRA (Rural Agricultural Planning Unit) classification, or areas that, although are classified with high forestry aptitude, the holder of the initiative demonstrates low forestry aptitude (using, for example, the appropriate scale for the analysis);
- f) Oil palm crops in which at least 30% are located outside the areas of high aptitude for commercial cultivation of palm, according to the classification of the Rural Agricultural Planning Unit;

- g) Sectoral GHG projects, in the AFOLU sector, with areas smaller than 100 hectares, which benefit from a government initiative to support the development of the forest industry, despite being covered by economic instruments such as subsidies, exemptions from taxes, or other form of financial support.

The conditions considered in the positive list shall be evaluated, at least every two years, to guarantee that the initial conditions continue to be met, with updated data and that the projects maintain both their environmental integrity and the condition of additionality.

For Sectoral GHG mitigation projects

GHG emission reductions or removals for which the GHG Mitigation Sector Project holder demonstrates that they would not have occurred in the absence of the GHG mitigation initiative and that they generate a net benefit to the atmosphere are considered additional to their baseline.

If the project does not meet at least one of those conditions, the holder of the initiative shall apply, to demonstrate the additionality of the project, the steps detailed in pertinent section Methodological Documents (Removal activities and REDD+ Projects) on basis on the “Combined tool to identify the baseline scenario and demonstrate additionality”.

- b) All additionality criteria, including the positive list for the **GHG emissions removal activities methodology** are publicly disclosed in the web page of ProClima.

Evidence:

**Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

- Section 11. 2 (11.2.1 and 11.2.2) Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

Explain how the procedures described under Question 4.1 provide a reasonable assurance that the mitigation would not have occurred in the absence of the offset programme: (*Paragraph 3.1*)

The additionality assessment shall be evaluated by an independent third-party verification entity and reviewed by the program.

The evaluation made by the validator / verifier, following the criteria of the standard and the methodologies, the program assure that even if it is a positive list, project activities are additional.

Also, validation and verification bodies, which carry out the validation and verification of GHG projects, shall work in an independent, reliable, non-discriminatory and transparent manner, respecting the applicable legislation and complying, in particular:

- information used to determine additionality, as defined in this Program, to select baselines, reference levels and maximum mitigation potentials and their application, shall not be considered confidential.

The validation and verification body, contracted by the GHG mitigation initiative holder, shall evaluate the documentation and information related to the design of the initiative and shall determine whether the initiative holder complies with all the provisions of this Program and the others that apply to it, examining, among other aspects, the following:

- compliance with the additionality criteria of the GHG initiative or project,

The VVB shall then inspect the records and procedures that support the document management system, evaluating the implementation of the management system, particularly in relation to the following aspects:

- additionality and permanence of the GHG initiative or project

Question 4.2 Are based on a realistic and credible baseline

Are procedures in place to... ( <i>Paragraph 3.2</i> )	
a) issue emissions units against realistic, defensible, and conservative baseline estimations of emissions?	<input checked="" type="checkbox"/> YES
b) publicly disclose baselines and underlying assumptions?	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) and b), including how “conservativeness” of baselines and underlying assumptions is defined and ensured:

- a) According to the Standards Principles of ProClima, all procedures and processes are based on a conservative approach.

GHG mitigation initiative holders shall establish a baseline or reference scenario, meaning, the situation that represents the GHG emissions that would occur in the absence of a GHG mitigation initiative, so that they comply with the methodology applicable to the project.

Project holders shall justify the identification and selection of the baseline methodology, and the reasons for applying this methodology, to the activities of the GHG mitigation initiative.

Definition of the reference scenario shall follow the provisions contained in the PROCLIMA methodological documents and the other methodologies applicable to projects, in their most recent version, and additional provisions established in the ProClima Standards.

b) All baselines requirements and underlying assumptions are publicly disclosed in the web page of ProClima.

Evidence (all Spanish versions are currently disclosed to the public. English versions will be available by mid-year 2021):

### **Organizational Briefing Document**

- Section 8.2.6 Conservative Attitude
- Section 10.3.4 Conservative Approach and Uncertainty Management
- Section 10.3.5 Baseline or Reference Scenario

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Validation and Verification Manual**

- Section 10.1.1 Conservative Approach

The manual is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA-Manual-de-validación-y-verificación-v1.2.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Validation-and-Verification-Manual-v1.2.pdf>

### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 5.6 Conservative Attitude
- Section 10.4 Conservative Approach and Uncertainty Management
- Section 10.5 Baseline or Reference Scenario
- Section 11.6 Baseline Scenario

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 5.6 Conservative Attitude
- Section 8.5 Baseline or Reference Scenario
- Section 8.8 Conservative Approach and Uncertainty Management

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

- Section 11.2 Baseline Scenario

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – activities that prevent land use change in high mountain ecosystems**

- Section 8 Baseline Identification and Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico\\_AFOLU-en-EAM\\_Agosto2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico_AFOLU-en-EAM_Agosto2020.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-Document-AFOLU-HME.v1.0.pdf>

### **Quantification of GHG emission reductions from REDD + projects**

- Section 9 Baseline Identification and Additionality

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

### **Certification and registration of NCRE projects Guidelines**

- Section 10 Baseline Identification and Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/ProClima\\_Guia-Sector-ENERGIA.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima_Guia-Sector-ENERGIA.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Energy-Sector-Guide-v1.0.pdf>

**Quantification of GHG Emission Reductions from the conversion of vehicles from gasoline to natural Gas**

- Section 10 (Section 10.1) Baseline Identification and Additionality (Baseline Scenario)

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/01/Proclima\\_Metodologia-Sector-Transporte-v1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/01/Proclima_Metodologia-Sector-Transporte-v1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Transportation-Sector-Methodology-v1.0.pdf>

Are procedures in place to ensure that <i>methods of developing baselines</i> , including modelling, benchmarking or the use of historical data, use assumptions, methodologies, and values do not over-estimate mitigation from an activity? ( <i>Paragraph 3.2.2</i> )	<input checked="" type="checkbox"/> YES
--	---

Summarize and provide evidence of the policies and procedures referred to above:

Holders of GHG mitigation initiatives should use methodologies that define a mechanism for managing uncertainty in baseline quantification and mitigation results.

As good practice, national or local values and data should be used, where available. Given this, holders of mitigation initiatives may use the IPCC default values, only if local or national data (according to the type of project and parameter required) is not available. On the other hand, to achieve a conservative attitude, when using default values, the traditional values of the settings should be used, for example, by the use of the lower limit of the range of data or the lower limit of the field as long as it applies and corresponds to the most conservative assumption. Finally, if reference is made to external documents, subject to change as also when applicable to update, such as the IPCC Guidelines for National GHG Inventories, the most recent version of those documents should be used.

These provisions ensures that methods of developing baselines, including modeling, benchmarking or the use of historical data, use assumptions, methodologies, and values that do not over-estimate mitigation from an activity, and are conservative. For example, when values are to be chosen from a range, the Methodology stablishes to use the conservative one. Also, the methods developed for ProClima for baselines development were established in accordance to United Nations Framework Convention on Climate Change provisions, avoiding over-estimation of GHG reductions/removals.

In addition, the project holders shall identify the baseline scenario and the project additionality by the following of the criteria based on CDM tools on this aspect, including baseline scenario.

For example: In accordance with the UNFCCC, when selecting the methodology to determine the baseline scenario of a project in the AFOLU sector, the project holder shall select the most appropriate among the criteria listed below, justifying the convenience of their choice.

- (a) Existing or historical changes, as appropriate, in carbon stocks at project boundaries;
- (b) Changes in carbon stocks, within the project boundary, due to land use that represents an attractive course of action considering barriers to investment;
- (c) Changes in carbon stocks, within the project boundaries, identifying the most likely land use, at the beginning of the project.

For the application of this methodology, it is recommended to use what is stated in literal (c), above. However, if the holder of the initiative intends to use either of the other two approaches, it is allowed, as long as presents the appropriate explanation and justification for the selected option.

The holder of the initiative shall reliably demonstrate that all the assumptions, justifications and documentation considered are adequate to identify the baseline scenario

In the other hand, in the analysis of project additionality considers (among other aspects): the investment analysis and barrier analysis

Issues related to the methods of developing baselines are in the methodological documents of ProClima for each sector.

#### **Organizational Briefing Document**

- Section 8.2.6 Conservative Attitude
- Section 10.3.4 Conservative Approach and Uncertainty Management
- Section 10.3.5 Baseline or Reference Scenario

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

#### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 5.6 Conservative Attitude
- Section 10.4 Conservative Approach and Uncertainty Management
- Section 11.6 Baseline Scenario

- Section 11.7. Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

#### **Standard for the Voluntary Carbon Market:**

- Section 5.6 Conservative Attitude
- Section 8.8 Conservative Approach and Uncertainty Management
- Section 8.5 Baseline or Reference Scenario
- Section 8.6 Additionality

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

#### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

- Section 11.11 Identification of the baseline scenario and additionality
- Section 12 Uncertainty management

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

#### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – activities that prevent land use change in high mountain ecosystems**

- Section 8 Baseline Identification and Additionality
- Section 13 Uncertainty management

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico\\_AFOLU-en-EAM\\_Agosto2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico_AFOLU-en-EAM_Agosto2020.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-Document-AFOLU-HME.v1.0.pdf>



### **Quantification of GHG emission reductions from REDD + projects**

- Section 9 Baseline Identification and Additionality
- Section 13.1 Uncertainty management

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

### **Certification and registration of NCRE projects Guidelines**

Projects of energy sector will use baseline and GHG emissions quantification in accordance to CDM provisions

- Section 10 Baseline Identification and Additionality

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/ProClima\\_Guia-Sector-ENERGIA.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima_Guia-Sector-ENERGIA.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Energy-Sector-Guide-v1.0.pdf>

### **Quantification of GHG Emission Reductions from the conversion of vehicles from gasoline to natural Gas**

- Section 10 (Section 10.1) Baseline Identification and Additionality (Baseline Scenario)
- Section 7 Terms and Definitions (Uncertainty)
- Section 11. GHG reductions quantification

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/01/Proclima\\_Metodologia-Sector-Transporte-v1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/01/Proclima_Metodologia-Sector-Transporte-v1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Transportation-Sector-Methodology-v1.0.pdf>

Are procedures in place for activities to respond, as appropriate, to changing baseline conditions that were not expected at the time of registration? ( <i>Paragraph 3.2.3</i> )	<input checked="" type="checkbox"/> YES
---	---

Summarize and provide evidence of the policies and procedures referred to above:

ProClima developed procedures for the REDD+ methodology to quantify potential changes in the Carbon Reserve that could occur during the monitoring period. It refers specially to changes in the forest, climate, and environmental characteristics, but also to carbon pools.

The initiative holder may include causes of degradation other than those described in this numeral through a qualitative and quantitative description of the relationship between the causes of degradation and the project activities. The inclusion of causes of degradation that persist in the project scenario shall not be allowed.

Prior to validation of the REDD+ project, the project holder shall submit a detailed proposal that also includes an analysis of compliance with a) the principles set forth in ISO Standard 14064-2:2006; numeral 3 or that which updates it and b) the requirements of resolution 1447 of August 1, 2018, or that norm which updates it. PROCLIMA shall review the approach and indicate whether it is feasible and the additional aspects to be included in the final version of the project document.

At each verification, the REDD+ project holder shall demonstrate that the project is applying the baseline from the most updated NREF that has been formally submitted by Colombia and evaluated by the UNFCCC. The application includes the reconstruction of the NREF according to the guidelines of the National Emission Reduction Registry

Evidence:

**Quantification of GHG emission reductions from REDD + projects**

- Section Carbon deposits and GHG sources
- Section 14 Monitoring Plan (item b)

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

**Question 4.3 Are quantified, monitored, reported, and verified**

Are procedures in place to ensure that...	
a) emissions units are based on accurate measurements and valid quantification methods/protocols? ( <i>Paragraph 3.3</i> )	<input checked="" type="checkbox"/> YES
b) validation occurs prior to or in tandem with verification? ( <i>Paragraph 3.3.2</i> )	<input checked="" type="checkbox"/> YES
c) the results of validation and verification are made publicly available? ( <i>Paragraph 3.3.2</i> )	<input checked="" type="checkbox"/> YES
d) monitoring, measuring, and reporting of both activities and the resulting mitigation is conducted at <i>specified intervals</i> throughout the duration of the crediting period? ( <i>Paragraph 3.3</i> )	<input checked="" type="checkbox"/> YES
e) mitigation is measured and verified by an accredited and independent third-party verification entity? ( <i>Paragraph 3.3</i> )	<input checked="" type="checkbox"/> YES
f) <i>ex-post</i> verification of mitigation is required in advance of issuance of emissions units? ( <i>Paragraph 3.3</i> )	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) through f):

- a) The ProClima Program includes methodological documents for the quantification of GHG emission reductions or removals, at the project level, for projects in the AFOLU and transport sectors. The methodological documents contain the applicability criteria and detailed steps for the quantification and monitoring of results against the design and implementation of GHG mitigation initiatives, by given project type.

Although the methodological documents contain specific guidance for each type of project, what describes in these documents adheres to the general principles and requirements contained in the ProClima Standards.

All methodological documents developed by PROCLIMA as also when applicable to approved by the PROCLIMA Technical Committee are available on the PROCLIMA website.

Project holders in the energy sector and waste, both sectoral GHG mitigation projects and other greenhouse gas projects, shall use methodologies approved by the Executive Board of the Clean Development Mechanism (CDM - UNFCCC).

Methodologies were developed for a technical committee of experts considering accurate experience of the committee, and diverse trustable sources of provisions, including but not limited to:

- United Nations Framework Convention on Climate Change,
- IPCC
- National Techniques Norms (NTC),
- International Standards (ISO),
- Clean Development Mechanisms (CDM),
- National Regulation (applicable laws, decrees, resolutions, CONPES)
- RENARE
- Designated Operational Entities (DOEs),
- Sustainable Development Goals (SDGs),
- REDD+ safeguards
- High Conservation Value (HCV) network,
- Unique National Register of Protected Areas (RUNAP) or the Unique Register of Ecosystems and Environmental Areas (REAA )
- Unique National Register of Protected Areas (RUNAP) or the Unique Register of Ecosystems and Environmental Areas (REAA)

All methodologies were subject of revision and public consultation in accordance with the ProClima's Public Consultation procedure.

All emission units or VCC (Verified Carbon Credits) are issued per ton of CO<sub>2</sub> e that was quantified and certified by a third entity (Validation and Verification Body -VVB) in accordance with the ProClima's methodologies.

Before registration and certification of projects, and before emission of VCC, ProClima team shall review and assess all documentation required to the project holder and confirm consistency of characterization and quantification, including:

- General information (VVB, starting dates, project owner, project developer, location, used methodology etc.)
- Project Document
- Monitoring Report
- Validation Report
- Validation certificate
- Verification Report
- Verification certificate
- Sheet of calculations
- Documents related to the carbon ownership and rights

ProClima team shall verify the selected methodology is applicable for the type and other project characteristics by following the "Appropriate methodology" policy

### **Organizational Briefing Document**

- Section 10.3.3 Use of the appropriate methodology
- Section 11 Methodologies

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 8 Methodological documents and other methodologies

- Section 10.3 Use of the appropriate methodology

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 8.4 Methodologies for quantification and monitoring of GHG emissions remotion/reduction

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

- b) At ProClima, validation may occur prior to or in tandem with the first verification.

In terms of validation and verification processes, the following general requirements apply to GHG mitigation initiatives:

- a. the start of the validation process for GHG mitigation initiatives should take place no later than 5 years after the start date of the initiative, in the case of projects in the regulated market,
- b. verifications of GHG mitigation initiatives may be annual, but should be carried out at least once every 5 years for projects in the AFOLU sector,
- c. validation and first verification may be carried out in a single validation and verification process,
- d. in the case where validation and verification are carried out at different times, the verification may be carried out by the VVB that carried out the validation, provided that the validation or verification team is different from the one that carried out the validation,
- e. the VVB that carried out the first verification may carry out the second verification, provided that the verification team is different from the one that carried out the first verification (auditors and sector experts).
- f. the third verification shall be carried out by a different VVB to the one that carried out the first two verifications, if it was the same VVB,
- g. if new areas are to be included in sectoral mitigation projects in the AFOLU sector, the same verifier may carry out the third verification,
- h. from the fourth verification onwards, the same VVB may carry out the verifications, up to a maximum of 5 years, always changing the verification team,

Provided that the same VVB performs consecutive validation and verification activities, where permitted, the VVB shall transparently state in the verification report that it performed the previous validation or verification (as the case may be) and shall present in detail the validation or verification team, including names and roles in the previous validation and/or verification activity

### **Validation and Verification Manual**

- Section 9 General validation and verification requirements
- Section 10 Validation and verification requirements
- Section 10.2 Steps of the validation and verification process
- Section 11 Specific requirements for validation and verification of GHG mitigation initiatives

The manual is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA-Manual-de-validación-y-verificación-v1.2.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Validation-and-Verification-Manual-v1.2.pdf>

- c) The first validation and verification report, and all verification reports of each project shall to be publicly disclosed in the web page of ProClima.

Evidence:

### **Organizational Briefing Document**

- Section 13.2 Public registry (section A)

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Eschema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 18 Public Information

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 16 Public Information

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

For further evidence consult the public registry, following the instruction provided by the document

- d) ProClima's Carbon Standards establish the Monitoring Plan requirements that GHG mitigation initiatives shall meet according to the type of activity and the applicable methodology.

As part of the project document, initiative holders shall submit a monitoring plan. Specific content of the monitoring plan is determined in the standards documents and methodologies.

The monitoring plan should base on a monitoring methodology approved within the framework of the methods referred in the in section 10.3 of the *Certification and Registration Program of GHG mitigation initiatives and other GHG projects*, and the following:

- (a) national circumstances and the context of the GHG mitigation initiative;
- (b) monitoring good practices, adequate for the follow-up, and control of the activities of the GHG mitigation effort;
- (c) procedures to ensure data quality under ISO 14064-2, or the last version.

Holders of GHG mitigation initiatives shall execute the monitoring plan validated by the VVB. Execution of the approved monitoring plan and, where appropriate, its modifications, shall be a requirement for verification, and will be carried out during the project implementation.

During the verification process, the initiative holders shall submit the monitoring report. Any revisions to the monitoring plan, either to increase its accuracy or its information completeness, shall be justified and submitted to the VVB.

The VVB, based on the implementation of the monitoring plan and the evaluation of the estimates of GHG reductions or removals and the baseline scenario, shall determine that its calculus follows the methodology used by the GHG mitigation initiative holder.

In the other hand, ProClima's Carbon Standards establish requirements to ensure that mitigation results are verifiable. The validity of mitigation results is the calendar year for which a GHG mitigation initiative obtains and measures its results.

Sectoral GHG mitigation projects and REDD+ projects shall demonstrate their mitigation results, in the context of the fulfillment of the national climate change targets established under the UNFCCC as also when applied to those that set binding standards in this regard.

They shall also ensure that the results of GHG mitigation, obtained because of their implementation, are verifiable within the framework of ISO 14064-3:2019, or those that update it.

### **Organizational Briefing Document**

- Section 10.3.14 Monitoring Plan
- Section 10.3.8 Mitigation Results

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 10.11 Monitoring Plan
- Section 11.4 Mitigation results

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 8.18 Monitoring Plan
- Section 8.9 Mitigation results

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

- Section 15 Monitoring Plan



Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – activities that prevent land use change in high mountain ecosystems**

- Section 14 Monitoring Plan

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico\\_AFOLU-en-EAM\\_Agosto2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico_AFOLU-en-EAM_Agosto2020.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-Document-AFOLU-HME.v1.0.pdf>

### **Quantification of GHG emission reductions from REDD + projects**

- Section 14 Monitoring Plan

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

### **Certification and registration of NCRE projects Guidelines**

Projects of energy sector will use baseline and GHG emissions quantification in accordance to CDM provisions

- Section 11 (item d)

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/ProClima\\_Guia-Sector-ENERGIA.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima_Guia-Sector-ENERGIA.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Energy-Sector-Guide-v1.0.pdf>

### **Quantification of GHG Emission Reductions from the conversion of vehicles from gasoline to natural Gas**

Section 12 Monitoring Plan

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/01/Proclima\\_Metodologia-Sector-Transporte-v1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/01/Proclima_Metodologia-Sector-Transporte-v1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Transportation-Sector-Methodology-v1.0.pdf>

- e) Mitigation initiatives should be subject to validation and verification processes, by an independent third party, to ensure that they employ methodologies for quantifying GHG emissions reductions or removals that are verifiable within the framework of ISO 14064-3, or the last version.

The validation and verification processes shall be carried out by a GHG Validation and Verification Body (VVB), which complies with the requirements described in the legislation in force, and the others defined by the Certification and Registration Program for GHG Mitigation Initiatives - PROCLIMA.

The VVB shall issue a validation/verification statement, indicating that the GHG emission reductions or removals follow the guidelines defined in ISO 14064-2 and the results obtained in the verification carried out under ISO 14064-3 or those that adjust and update them.

For verifications conducted under international accreditation schemes, the verification body shall issue a verification statement indicating that the GHG emissions reductions or removals follow the methodology defined in ISO 14064-2 and the results obtained from verification conducted under ISO 14064-3 or those that adjust and update them.

#### **Organizational Briefing Document**

- Section 12 Validation and Verification Bodies (VVB)

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

#### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 15 Validation and Verification Bodies

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

#### **Standard for the Voluntary Carbon Market:**

- Section 14 Validation and Verification Bodies

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

- f) At ProClima a VCC will never be issued if the verification process is not finished. VCC emission through the registration platform contains a logic code that blocks any process that has not completed its prerequisites.

Evidence:

### Project Cycle document

- Section 6.4 Emission of Verified Carbon Credits (VCC)

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>

Are provisions in place... ( <i>Paragraph 3.3.3</i> )	
a) to manage and/or prevent conflicts of interest between accredited third-party(ies) performing the validation and/or verification procedures, and the programme and the activities it supports?	<input checked="" type="checkbox"/> YES
b) requiring accredited third-party(ies) to disclose whether they or any of their family members are dealing in, promoting, or otherwise have a fiduciary relationship with anyone promoting or dealing in, the offset credits being evaluated?	<input checked="" type="checkbox"/> YES
c) to address and isolate such conflicts, should they arise?	<input type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) through c):

- a) According to the Validation and Verification Manual of ProClima, VVBs shall work in an independent, reliable, non-discriminatory and transparent manner, respecting the applicable legislation and complying, in particular, with the following requirements:
  - a. have a documented structure that protects its integrity, with provisions to ensure the impartiality of its operations,
  - b. have appropriate arrangements to protect the confidentiality of information obtained from GHG project operators,
  - c. demonstrate that they have no actual or potential conflict of interest with the GHG project operators for whose validation or verification they have been engaged,
  - d. make available to PROCLIMA, upon request, information obtained from GHG project holders. Information classified as confidential shall not be disclosed without the written consent of the provider, unless required by national legislation,
  - e. information used to determine additionality, as defined in this Program, to select baselines, reference levels and maximum mitigation potentials and their application, shall not be considered confidential.

VVBs are responsible for conducting an objective assessment and issuing a validation or verification statement, with respect to the information submitted to them by the holder of the mitigation initiative and the other criteria defined by PROCLIMA.

ProClima request to celebrate a VVB agreement between the VVB and the program in order to ensure the Parties will refer to the rules and procedures established by PROCLIMA. The OVV acknowledges all that is

determined in the documents of the Certification and Registration Program for GHG Mitigation Initiatives and Other Greenhouse Gas Projects - PROCLIMA PROGRAM - and those that complete it.

### **Validation and Verification Manual**

- Section 8.1 General Requirements

The manual is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA-Manual-de-validación-y-verificación-v1.2.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Validation-and-Verification-Manual-v1.2.pdf>

### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 15 Validation and Verification Bodies

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 14 Validation and Verification Bodies

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

- b) Through the agreement mentioned above, the VVB ensures to ProClima that **there are no issues** regarding conflict of interest with the GHG mitigation projects operators, law non-compliance, or any other non-compliance related to the ProClima Standards.

The agreement includes the following statements:

“Among the undersigned, namely, on the one hand, Name VVB, identified with NIT number, legally represented by LEGAL REPRESENTATIVE, identified as it appears at the bottom of his signature, with registered office in the city of, which hereinafter and for the purposes, this agreement will be called the VVB; and on the other hand, PROCLIMA, named as it appears in the heading of this agreement, represented in this act by its legal representative, identified as it appears at the bottom of his signature, and that for this agreement will be named PROCLIMA, freely, voluntarily and expressly wish to enter into an AGREEMENT, consisting of the following clauses:

FIRST. Object. The purpose of this agreement is to govern the relationship between PROCLIMA and the Validation and Verification Body (VVB).

Paragraph 1. For matters not defined in this Agreement, the Parties will refer to the rules and procedures provided by PROCLIMA. The VVB acknowledges all that is determined in the documents of the Certification and Registration Program for GHG Mitigation Initiatives and Other Greenhouse Gas Projects - PROCLIMA PROGRAM - and those that complete it.

SECOND. Obligations of the VVB. Under this Agreement, PROCLIMA approves that VVB provides the services of validation and verification of GHG mitigation initiatives and other GHG projects, which intend to be certified with PROCLIMA, subject to the following obligations:

- (a) meet the accreditation requirements demanded by the applicable regulations and by the PROCLIMA Program, proving the validity of the accreditations,
- (b) demonstrate that the GHG mitigation activities, object of the validation and verification process, are included in the scope of the accreditation of the VVB,
- (c) comply with current regulations and with everything related to the National Registry for the Reduction of GHG Emissions (RENARE) and the regulations that contemplate and/or modify it, or any that may apply,
- (d) ensure that the holders of GHG mitigation initiatives and other GHG projects respect all legal rights of all participants of GHG mitigation projects or initiatives,
- (e) strictly comply with the requirements contemplated by the Certification and Registration Program for GHG Mitigation Initiatives and Other Greenhouse Gas Projects. PROCLIMA PROGRAM,
- (f) guarantee that its performance is based on what is established by PROCLIMA in the Manual for Validation and Verification of GHG Mitigation Initiatives and Other Greenhouse Gas Projects,
- (g) demonstrate that they have professional civil liability insurance, giving scope to what is established in Article 2.2.1.7.8.6 (Professional civil liability policies of Conformity Assessment Bodies), of Decree 1595 of 2015, that which modify or update it, or whatever applies
- (h) apply consistent validation and verification criteria, based on the requirements of the methodologies and other regulatory documents,
- (i) provide PROCLIMA with the information and specifications of the validated and/or verified project (s) on time,
- (j) provide on time to PROCLIMA, the information, and specifications of the Verified Carbon Credits, which appear in the Verification Statement,
- (k) Any other arising from the nature of this Agreement.

Paragraph 1. If PROCLIMA obtains any evidence that the VVB does not comply with the rules and/or principles of the Accreditation Program for which it is accredited, PROCLIMA may, at its discretion, provide said evidence of non-compliance, to the body in charge of the Accreditation Program, without the prior approval of the VVB.

Paragraph 2. If at any time the VVB is subject to the cancellation or withdrawal of accreditations, PROCLIMA may terminate this agreement, even when it is in the process of providing validation and/or verification services. In which case, the holder of the GHG mitigation initiative may continue the validation and/or verification process, contracting the services of another VVB.

THIRD. PROCLIMA's obligations. PROCLIMA shall comply with the following obligations:

- (a) provide the VVB with information regarding the functions it performs as a Validating and Verifying Body,
- (b) provide the VVB, in a timely manner, with the information and specifications of the Program for the fulfillment of the object of the Agreement,
- (c) indicate to the VVB the guidelines and methodologies of the Program, which the project (s) / initiative (s) to be certified shall comply with. This information can be found on the website [www.proclima.net.co](http://www.proclima.net.co), which shall be consulted by the VVB, information that is understood to be an integral part of this agreement and that for its purposes constitutes and defines the Program, which in any case, you shall comply with current regulations,
- (d) review the information on the project/initiative presented by the VVB, to verify compliance with the guidelines and guidelines of the Program, current applicable regulations, and if applicable, present recommendations,
- (e) verify the implementation of the recommendations presented and provide instructions for their subsequent control and operation,
- (f) respect the obligation of confidentiality regarding the matters in which the confidentiality of the projects shall be preserved and ensure that all persons who in any way have contact with the services object of this Agreement, currently or in the future, respect and enforce the commitments, except for what by law or by the contractual nature is necessary to publish,
- (g) the others that derive from the nature of this Agreement.

QUARTER. Responsibility. Neither PROCLIMA nor any of its employees, collaborators, and/or its contractors will be liable to the VVB or any other person concerning any claim presented to the VVB, due to indirect or negligent causes and/or negligent actions, including but not limited to losses due to claims related to acts or omissions of the VVB, in the performance of its activities, even acting under this Agreement.

FIFTH. Modifications. This Agreement may only be modified by mutual agreement of the parties, in which case it shall be recorded in a written document.

SIXTH. Comprehensiveness. The affectation, modification, or invalidity of any of the clauses of this agreement does not render it without effect.

SEVENTH. Confidentiality and Habeas Data. The Parties are obliged to keep strict confidentiality, on all the pertinent information to the services of validation and verification, or the one that they come to know because of the services, restricting the disclosure, exploitation, or information to third parties, on the professional service entrusted. , keeping the affected Party harmless and free from lawsuits or claims for the inappropriate use of the information, or for the damages that may be caused to third parties, due to the development of the contractual

object. Failure to comply with this obligation will make the Party receiving the information liable for the damages caused to the other Party, without preventing the initiation of the corresponding civil and criminal actions against the persons (natural or legal) who work, or which are in charge of the receiving Party, including the latter. The foregoing, without prejudice to the obligation to supply the competent authority with all the information requested, per the legal and regulatory provisions in force, and the information that shall be published or delivered to third parties for the development and implementation of the object of this Agreement.

EIGHTH. Independence and autonomy. The VVB acts with technical, financial, managerial, administrative autonomy, and through the use of its personnel, with, consequently, full independence between the Parties. The VVB does not contract any type of link with the natural or legal persons that PROCLIMA will use in its development. Likewise, between PROCLIMA and the VVB, no type of commercial link is generated other than the one agreed here. Likewise, neither Party will be authorized to assume or create obligations in charge of the other and, additionally, neither Party may take any action that has the effect of creating the appearance of having the authorization to represent the other. As a consequence of the foregoing, each Party will hold the other harmless for personal and individual responsibility that may eventually arise against third parties and that is a consequence of the fact of its dependents or contracted personnel and under their supervision, or for the things that are served. or such contracted dependent personnel are in your care.

NINTH. Validity. The term of this agreement begins as of September 25, 2019.

TENTH. Termination of the agreement. This agreement may be terminated by 1. Compliance with the term and the purpose of the agreement. 2. By mutual agreement between the Parties. 3. Due to the demonstrated impossibility of considering the contractual object as fulfilled, either due to force majeure or fortuitous event.

ELEVENTH. Notifications. The Parties will receive notifications at the following addresses and to the following emails.....”

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima\\_Acuerdo\\_OVV.docx](https://proclima.net.co/wp-content/uploads/2021/02/ProClima_Acuerdo_OVV.docx)

English: <https://proclima.net.co/wp-content/uploads/2021/02/F-PC-C-VVB-Agreement.pdf>

Are procedures in place requiring that... ( <i>Paragraph 3.3.4</i> )	
a) the renewal of any activity at the end of its crediting period includes a reevaluation of its baselines, and procedures and assumptions for quantifying, monitoring, and verifying mitigation, including the baseline scenario?	<input checked="" type="checkbox"/> YES
b) the same procedures apply to activities that wish to undergo verification but have not done so within the programme’s allowable number of years between verification events?	<input type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) and b), including identifying the allowable number of years between verification events:

- a) The renewal of any activity at the end of its crediting period implies a new verification.

Verification is the systematic, independent, and documented process for assessing the GHG Declaration against the verification criteria.

Per the provisions of ISO 14064-3 (the last version), the VVB should consider the following:

(a) conformity with applicable verification criteria, including the principles and requirements of relevant GHG standards or programs in the scope of verification;

(b) information and documentation on GHG project planning, including procedures and criteria for the project, baseline, quality control and assurance, risk management, monitoring, and reporting;

(c) any significant changes, since the last reporting period or its validation, in the methods or principles of the GHG project;

(d) emissions, removals, emission reductions, and removal enhancements reported in the baseline and the GHG project;

(e) any significant changes in GHG emissions removals, emission reductions, and removals improvements since the last reporting period or since the validation of the Project;

#### **Validation and Verification Manual**

- Section 9 Verification

The manual is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA-Manual-de-validación-y-verificación-v1.2.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Validation-and-Verification-Manual-v1.2.pdf>

#### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 14.2 Verification

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

#### **Standard for the Voluntary Carbon Market:**

- Section 13.2 Verification



Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

- b) The program will not accept activities that wish to undergo verification but have not done so within the program's allowable number of years between verification events

Are procedures in place to transparently identify units that are issued <i>ex ante</i> and thus ineligible for use in the CORSIA? (Paragraph 3.3.5)	<input type="checkbox"/> YES
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Provide evidence of the policies and procedures referred to above:

There are not procedures in place to identify units that are issued *ex ante*, because at ProClima VCCs are not issued if the verification process has not ended.

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 14 Validation and Verification (first paragraph)

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 13 Validation and Verification

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

Question 4.4 Have a clear and transparent chain of custody

SECTION III, Part 3.4—*Identification and tracking* includes questions related to this criterion. No additional information is requested here.

Question 4.5 Represent permanent emissions reductions

List all emissions sectors (if possible, activity types) supported by the Programme that present a potential risk of reversal of emissions reductions, avoidance, or carbon sequestration:

- GHG removal activities (GHG sectoral projects)
- REDD+ projects

What is the minimum scale of reversal for which the Programme provisions or measures require a response? (Quantify if possible)

The program does not consider a minimum scale of reversal. Even so, in the AFOLU sector, the ProClima Standard foresees a Credit Carbon Reserve 15% of the total VCC. This reserve guarantees the replacement of lost credits by occurs events that require the replacement of credits placed in the market.

However, the standard applies other rules related to leakage and non-permanence for GHG removal activities and REDD+ projects:

GHG mitigation initiatives based on GHG removal activities and REDD+ projects should use methodologies that define a mechanism for managing the risk of leakage, as well as for managing uncertainty in baseline quantification and mitigation results.

Likewise, the holder of the mitigation initiative shall ensure the permanence of the project activities, for the period of quantification of the GHG reductions or removals, following the conditions set forth by this Program and others established by both the national authorities and the entities in charge of the issue. The monitoring of project activities, through verifications, shall evaluate the permanence of project activities.

For sectors/activity types identified in the first question in this section, are procedures and measures in place to require and support these activities to...	
a) undertake a risk assessment that accounts for, <i>inter alia</i> , any potential causes, relative scale, and relative likelihood of reversals? (Paragraph 3.5.2)	<input checked="" type="checkbox"/> YES
b) monitor identified risks of reversals? (Paragraph 3.5.3)	<input checked="" type="checkbox"/> YES
c) mitigate identified risks of reversals? (Paragraph 3.5.3)	<input checked="" type="checkbox"/> YES
d) ensure full compensation for material reversals of mitigation issued as emissions units and used toward offsetting obligations under the CORSIA? (Paragraph 3.5.4)	<input type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) through d):

- For the management of uncertainty in projects in the AFOLU sector, this program determines criteria and guidelines to comply with issues related to the management of risk associated with models for the estimation of emission reductions in sectoral GHG mitigation projects and REDD+ projects (Available in the methodological documents, developed for each sector or project type.)
  - Sectoral GHG mitigation projects, defined as GHG removal activities, should use methodologies that define a mechanism for managing the risk of leakage and non-permanence of GHG emission reductions and removals and for managing uncertainty in the quantification of baseline and mitigation results.

Likewise, they shall evaluate and demonstrate the relevance of the activities to develop concerning the soil suitability of the project implementation area.

- The REDD+ projects holder shall use methodologies that meet the following characteristics:
  - (a) developed by PROCLIMA 's Certification and Registration Program;
  - (b) follow UNFCCC guidance on REDD+;
  - (c) have a mechanism for managing the risk of leakage;
  - (d) have a tool for managing the non-permanence risk;
  - (e) have a mechanism for managing uncertainty in baseline quantification and mitigation results.

According to ProClima's Standards leakages are the potential emissions that would occur outside the project boundaries due to the activities of the GHG mitigation initiative. Leakage means the net change in anthropogenic emissions by sources of greenhouse gases (GHGs) that occurs outside the project boundary and is measurable and attributable to the project activity.

#### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 10.4 Conservative approach and uncertainty management
- Section 11.5 Methodologies for quantification and monitoring of GHG emission reductions and removals
- Section 1.8 Leakage and non-permanence for GHG removal activities and REDD+ projects

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

#### **Standard for the Voluntary Carbon Market:**

- Section 5.6 Conservative Attitude
- Section 8.4 Methodologies for quantification and monitoring of GHG emission reductions and removals
- Section 8.7 Leakages and non-permanence

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

- Section 14.3 Leakages
- Section 15.3 Crop management and biomass growth monitoring (item b)

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

### **Quantification of GHG emission reductions from REDD + projects**

- Section Monitoring the Permanence of REDD+ project

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

Spanish (publicly disclosed):

- b) The ProClima Carbon Standards establish requirements to monitor, mitigate and compensate for any material incidents of non-permanence and leakage.

ProClima establishes procedures for permanence management. According to the Standards, permanence is the longevity of a carbon pools and its stability, considering the handling and alteration of the environment where it occurs.

The holder of the mitigation initiative shall ensure the permanence of the project activities, for the period of quantification of the GHG reductions or removals, following the conditions set forth by this Program and others established by both the national authorities and the entities in charge of the issue. The monitoring of project activities, through verifications, shall evaluate the permanence of project activities.

Sectoral GHG mitigation projects, defined as GHG removal activities, should use methodologies that define a mechanism for managing the risk of leakage and non-permanence of GHG emission reductions and removals and for managing uncertainty in the quantification of baseline and mitigation results. Likewise, they shall evaluate and demonstrate the relevance of the activities to develop concerning the soil suitability of the project implementation area. Further information available in the applicable methodology of ProClima, referenced below.

The REDD+ projects holder shall use methodologies that have a tool for managing the non-permanence risk; Further information available in the applicable methodology of ProClima, referenced below.

### **Organizational Briefing Document**

- Section 10.3.7 Leakages and non-permanence

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

Section 11.5 Methodologies for quantification and monitoring of GHG emission reductions and removals

Section 11.8 Leakage and non-permanence for GHG removal activities and REDD+ projects

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 8.4 Methodologies for quantification and monitoring of GHG emission reductions and removals
- Section 8.7 Leakages and non-permanence

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

- Section 14.3 Leakages
- Section 15.3 Crop management and biomass growth monitoring (item b)

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU-Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU-Removal-activities_v2.2.pdf)

### **Quantification of GHG emission reductions from REDD + projects**

- Section Monitoring the Permanence of REDD+ project

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

- c) Holders of GHG mitigation initiatives subject of reversals, should discount and maintain a reserve of 15% on the total quantified GHG reductions or removals for each verified period. This reserve guarantees the replacement of lost credits by occurs events that require the replacement of credits placed in the market.

### **Organizational Briefing Document**

- Section 10.3.7 Leakages and non-permanence
- Section 16.2 Permanence

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 11.8 Leakage and non-permanence for GHG removal activities and REDD+ projects

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 8.7 Leakages and non-permanence

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

- d) ProClima is currently available to compensate the 15% of total VCCs issued, as compensation for material reversals. Full compensation may be assessed under the CORSIA.

Are provisions in place that... ( <i>Paragraph 3.5.5</i> )	
a) confer liability on the activity proponent to monitor, mitigate, and respond to reversals in a manner mandated in the programme procedures?	<input checked="" type="checkbox"/> YES
b) require activity proponents, upon being made aware of a material reversal event, to notify the programme within a specified number of days?	<input type="checkbox"/> YES
c) confer responsibility to the programme to, upon such notification, ensure and confirm that such reversals are fully compensated in a manner mandated in the programme procedures?	<input type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) through c), including indicating the *number of days within which activity proponents shall notify the programme of a material reversal event*:

a)

The holder of the mitigation initiative shall ensure the permanence of the project activities, for the period of quantification of the GHG reductions or removals, following the conditions set forth by the standards and other requirements established by both the national authorities and the entities in charge of the issue. The monitoring of project activities, through verifications, shall evaluate the permanence of project activities.

As part of the project document, initiative holders shall submit a monitoring plan that, as required by the methodology applied, contains among others:

- necessary data and information to estimate GHG reductions or removals, during the project's quantification period;
- the data and supplementary information for determining the baseline or reference scenario;
- specification of all potential emissions that would occur outside the project boundaries, attributable to the activities of the GHG mitigation initiative (leakage);
- description of the methods defined for the periodic calculation of GHG reductions or removals and leakage;

Holders of GHG mitigation initiatives shall execute the monitoring plan validated by the VVB. Execution of the approved monitoring plan and, where appropriate, its modifications, shall be a requirement for verification.

Any revisions to the monitoring plan, either to increase its accuracy or its information completeness, shall be justified and submitted to the VVB.

### **Organizational Briefing Document**

- Section 10.3.7 Leakages and non-permanence

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

Section 11.5 Methodologies for quantification and monitoring of GHG emission reductions and removals

Section 11.8 Leakage and non-permanence for GHG removal activities and REDD+ projects

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 8.4 Methodologies for quantification and monitoring of GHG emission reductions and removals
- Section 8.7 Leakages and non-permanence

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

**Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

- Section 14.3 Leakages
- Section 15.3 Crop management and biomass growth monitoring (item b)

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

**Quantification of GHG emission reductions from REDD + projects**

- Section Monitoring the Permanence of REDD+ project

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>



English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

b) and c) ProClima will update the standard requirements by demanding proponents, as a duty, to notify any event within the project jurisdiction that caused a reversal. The timeline of the notification will be assessed with the executive board. Full compensation may be assessed under the CORSIA.

However, the holder of the mitigation initiative shall ensure the permanence of the project activities, for the period of quantification of the GHG reductions or removals, following the conditions set forth by the standards and others requirements established by both the national authorities and the entities in charge of the issue. The monitoring of project activities, through verifications, shall evaluate the permanence of project activities.

Does the programme have the capability to ensure that any emissions units which compensate for the material reversal of mitigation issued as emissions units and used toward offsetting obligations under the CORSIA are fully eligible for use under the CORSIA? ( <i>Paragraph 3.5.6</i> )	<input checked="" type="checkbox"/> YES
--	---

Summarize and provide evidence of the policies and procedures referred to above: VCCs safeguarded in the Reserve (which would compensate for the potential material reversal) are issued under the same certification and registration process than other VCCs ensuring the qualities acquired by Proclima’s standards and methodologies.

Verified Carbon Credits placed in the reserve account may be released and placed on the market at a later verification. Provided that there has been no cancellation of such credits.

**Organizational Briefing Document**

- Section 16.2 Permanence

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

Section 11.8 Leakage and non-permanence for GHG removal activities and REDD+ projects (Last paragraph).

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 8.7 Leakages and non-permanence

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

Would the programme be willing and able, upon request, to demonstrate that its permanence provisions can fully compensate for the reversal of mitigation issued as emissions units and used under the CORSIA? ( <i>Paragraph 3.5.7</i> )	<input type="checkbox"/> YES
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The Program have methodologies and requirements in place to ensure, as best as possible, that reversals will not occur within the program framework. It includes a reserve of VCCs 15% for AFOLU projects.

Additionally, ProClima has a clause within the contract with its clients, where ProClima assumes responsibility for the VCCs issued that are not attributable to the reduction of GHG emissions, the clause is transcribed in English below.

*“SEVENTH. Responsibility. PROCLIMA will be responsible before the CLIENT and before third parties for the non-acceptance and/or rejection of the deductibility of the Reduction of Certified Emissions when this rejection comes from causes attributable to PROCLIMA, thus PROCLIMA is obliged to restore, indexed to the date of the restitution, the sum received from the CLIENT for the issuance of the corresponding Declaration of GHG PROCLIMA (Certification of GHG Mitigation Initiatives) that was not accepted and additionally will be responsible for the damages that this rejection may cause to the CLIENT”.*

**Question 4.6 Assess and mitigate against potential increase in emissions elsewhere**

List all emissions sectors (if possible, activity types) supported by the programme that present a potential risk of material emissions leakage:

AFOLU Sector

1. GHG removal activities (GHG sectoral projects)
2. REDD+ projects
3. Other GHG projects using CDM methodologies

Are measures in place to assess and mitigate incidences of material leakage of emissions that may result from the implementation of an offset project or programme? ( <i>Paragraph 3.6</i> )	<input checked="" type="checkbox"/> YES
--	---

Summarize and provide evidence of the policies and procedures referred to above:

ProClima's Carbon Standards establish requirements to monitor, mitigate and compensate for any material incidence of non-permanence and leaks so that GHG reductions or removals are not reversible.

### **Organizational Briefing Document**

- Section 10.3.7 Leakages and permanence

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

GHG mitigation initiatives based on GHG removal activities and REDD+ projects should use methodologies that define a mechanism for managing the risk of leakage, as well as for managing uncertainty in baseline quantification and mitigation results.

The holder of the mitigation initiative shall ensure the permanence of the project activities, for the period of quantification of the GHG reductions or removals, following the conditions set forth by the standards and other requirements established by both the national authorities and the entities in charge of the issue. The monitoring of project activities, through verifications, shall evaluate the permanence of project activities.

### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 10.11 Monitoring Plan
- Section 11.2 Grouped Projects (section 11.2.1 Projects in the AFOLU sector)
- Section 11.5 Methodologies for quantification and monitoring of GHG emission reductions and removals
- Section 11.8 Leakage and non-permanence for GHG removal activities and REDD+ projects (Last paragraph).

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 8.7 Leakages and non-permanence

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

Sectoral GHG mitigation projects, defined as GHG removal activities, should use methodologies that define a mechanism for managing the risk of leakage and non-permanence of GHG emission reductions and removals and for managing uncertainty in the quantification of baseline and mitigation results. Likewise, they shall evaluate and demonstrate the relevance of the activities to develop concerning the soil suitability of the project implementation area.

The Proclima's methodology developed for GHG removal activities determines the aspects related to the identification of the baseline scenario, additionality considerations, stratification, GHG removal by sinks (including leaks) and the monitoring plan, taking into account quality control and assurance procedures. of quality. For these activities, leakage occurs when the displacement of agricultural activities generates an increase in GHG emissions, as a result of project activities and carried out within the project boundaries.

#### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

- Section 12 Uncertainty Management
- Section 14.3 Leakages
- Section 15.3 Crop management and biomass growth monitoring (item b)

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

In the other hand, the EAM methodology developed by ProClima, establishes parameters and procedures for the estimation of annual changes in leakage area, in the baseline and during the monitoring period.

The methodology considers the aspects related to the definition of activities that prevent the change of land use in high mountain ecosystems, the spatial and temporal limits, causes and agents of changes in land use, the identification of the baseline scenario and additionality, the management of uncertainty in the quantification of the baseline and mitigation results, as well as the management of risks and leaks and non-permanence

#### **Quantification of GHG Emission Reductions or GHG Removals from Sectoral GHG Mitigation Projects. Activities That Prevent Land Use Change in High Mountain Ecosystems.**

- Section 7.1.3 Leakage Area
- Section 12.2.4 Historic annual changes of land use in the leakage area
- Section 12.2.5 Projected historic annual changes of land use in the leakage area in the project scenario
- Section 14.1.4 Monitoring the project emissions

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico\\_AFOLU-en-EAM\\_Agosto2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico_AFOLU-en-EAM_Agosto2020.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-Documen-AFOLU-HME.v1.0.pdf>

For REDD+ projects, the methodology defines the leakages area, the historic and projected deforestation/degradation in the leakage’s areas, the requirements related to non-permanence and leakages.

For REDD+ projects, the leakage area is delimited based on the following criteria:

All forest areas that are within the mobility range of the agents identified in section 10 shall be included  
exclude areas of restricted access to deforestation and degradation agents

For REDD+ projects considering that in some cases, the leakage belt may overlap with the validated expansion area (in the case of nested projects), the initiative holder shall update the leakage belt to include potential displacement of deforestation by the implementation of the REDD+ project activities.

**Quantification of GHG emission reductions from REDD + projects**

- Section 8.3 Leakages area
- Section 13.2.1 Deforestation (sections Historic annual deforestation in the leakage area, and Projected historic annual deforestation in the leakage area in the project scenario)
- Section 13.2.2 Degradation (sections Historic annual degradation in the leakage area without the project, and Projected annual degradation in the leakage area in the project scenario)

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

Are provisions in place requiring activities that pose a risk of leakage when implemented at the project level to be implemented at a national level, or on an interim basis on a subnational level, in order to mitigate the risk of leakage? ( <i>Paragraph 3.6.2</i> )	<input type="checkbox"/> YES
---	------------------------------

Summarize and provide evidence of the policies and procedures referred to above:  
By now, the ProClima Program does not include provisions about projects at a national or sub-national level.

Projects may be in the developing framework of grouped projects. Grouped projects are those projects in which the addition of new areas (in the case of projects in the AFOLU sector) and instances (in the other industries) is allowed, after the validation of the GHG mitigation project. That is, projects that can expands without the need for a new validation of the project description. for REDD+ projects, considering that in some cases, the leakage

belt may overlap with the validated expansion area, the initiative holder shall update the leakage belt to include potential displacement of deforestation by the implementation of the REDD+ project activities.

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 11.2 Grouped Projects

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 11 Grouped Projects

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

Are procedures in place requiring and supporting activities to monitor identified leakage? (Paragraph 3.6.3)	<input checked="" type="checkbox"/> YES
---	---

Summarize and provide evidence of the policies and procedures referred to above:  
As part of the project document, initiative holders shall submit a monitoring plan that, as required by the methodology applied, contains among many others specification of all potential emissions that would occur outside the project boundaries, attributable to the activities of the GHG mitigation initiative (leakage).

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

Section 10.11 Monitoring Plan

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

**Standard for the Voluntary Carbon Market:**

- Section 8.18 Monitoring Plan

- Section 8.18 Monitoring Plan

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

Are procedures in place requiring activities to deduct from their accounting emissions from any identified leakage that reduces the mitigation benefits of the activities? ( <i>Paragraph 3.6.4</i> )	<input checked="" type="checkbox"/> YES
---	---

Summarize and provide evidence of the policies and procedures referred to above:

For GHG removal activities, the methodology defines the estimation method of Leaks resulting from the displacement of agricultural activities before the project ( $Leakage_t$ ). This parameter is directly included in the quantification of net GHG removals by sinks ( $\Delta C_{proj,t}$ ).

#### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – GHG removal activities**

Section 14.3 Leakages

Section 14.4 Net GHG removals by sinks

For HME projects, the methodology defines the estimation method of Leaks resulting from emission due to changes in land use in the leakage area ( $AE_{lk}$ ). This parameter is directly included in the quantification of reduction of GHG emissions expected exp emission due to changes in land use in the leakage area affected by avoiding changes in land use in high mountain ecosystems (ER).

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA\\_Documento-Metodologico-AFOLU\\_v2.2.-Octubre2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PROCLIMA_Documento-Metodologico-AFOLU_v2.2.-Octubre2020.pdf)

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU\\_Removal-activities\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-AFOLU_Removal-activities_v2.2.pdf)

#### **Quantification of GHG emission reductions or removals from sectoral mitigation projects – activities that prevent land use change in high mountain ecosystems**

Section 12.4GEI emission during the analysis period

Section 12.5 GHG emissions reduction expected with the implementation of project activities

Section 14.1.4 Monitoring of the project emissions

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico\\_AFOLU-en-EAM\\_Agosto2020.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Documento-metodologico_AFOLU-en-EAM_Agosto2020.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-Documents-AFOLU-HME.v1.0.pdf>

For Redd+ projects, the GHG emissions reduction, expected from the REDD+ activities are directly proportional to the annual emission in the leakage's areas, for both avoided deforestation and degradation. Specific quantification methods of annual emission in the leakage's areas ( $AE_{ik}$ ), and GHG emissions reduction are detailed described in the REDD+ methodology.

#### **Quantification of GHG emission reductions from REDD + projects**

- Section 13 GHG emissions reduction from the REDD+ activities

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

#### Question 4.7 Are only counted once towards a mitigation obligation

Does the Programme have measures in place for the following...	
a) to ensure the transparent transfer of units between registries; and that only one unit is issued for one tonne of mitigation ( <i>Paragraphs 3.7.1 and 3.7.5</i> )	<input checked="" type="checkbox"/> YES
b) to ensure that one unit is issued or transferred to, or owned or cancelled by, only one entity at any given time? ( <i>Paragraphs 3.7.2 and 3.7.6</i> )	<input checked="" type="checkbox"/> YES
c) to discourage and prohibit the double-selling of units, which occurs when one or more entities sell the same unit more than once? ( <i>Paragraph 3.7.7</i> )	<input checked="" type="checkbox"/> YES
d) to require and demonstrate that host countries of emissions reduction activities agree to account for any offset units issued as a result of those activities such that double claiming does not occur between the airline and the host country of the emissions reduction activity? ( <i>Paragraph 3.7.3</i> )	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) through d):

- a) The quantity of VCCs issued through the Registry Platform will always be equal to the quantity (in tonnes of CO<sub>2e</sub>) of GHG removals or reductions verified by an OVV and approved by ProClima. The Register do not accept decimals, and if they exist it will use the most conservative value.



Once procedures of Validation and Verification have finished, and after ProClima have reviewed all information complies with ProClima Standard and applicable methodology, ProClima will issue a **GHG Statement**. The numeral C of the Statement declares:

*"...c) The project has a positive opinion from the Validation and Verification Body (VVB), informing that the calculation of GHG emission reductions or removals is presented in a pertinent, comprehensive, reliable, comparable, consistent, accurate manner. , transparent, conservative, and avoiding double accounting, for the period reported in the verification report....."*

### **Organizational Briefing Document**

- Section 16 Emission of VCC

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Project Cycle**

- Section 6.4 Emission of VCC

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)

English : <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>

### **Manual of use and good practices of the registration platform**

- Section 5 Emission of VCC

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

b) The generation of the ProClima serial through the Registry Platform ensures that:

1. The same serial will not be issued more than once
2. Serials have a destination assigned and therefore cannot be used for different purposes
3. Once a CCV has been retired / canceled, it is deducted from the accounting of available CCV of the user and cannot be used again.

There are four (4) fundamental rules to carry out transactions, controlled from the platform:

1. The system does not allow transfers and retirements from the Reserve if a verification period has not been recorded subsequent to the verification period for which the CCVs were issued.
2. The system does not allow retirements for the non-causation of the carbon tax (case of Colombia) if they were issued for the “voluntary” destination.
3. The system does not allow transfers and retirements of unavailable amounts.
4. The system does not allow requesting a transfer and retirement of a serial that is in the process of transfer or retirement approval of a previous transaction.

### **Organizational Briefing Document**

Section 16.1 Serial Identification

Section 17 VCCs Transfers and Retirements

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Project Cycle**

- Section 6.4 Emission of VCC
- Section 6.5 VCCs Transfers and Retirements

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)

English : <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>

### **Manual of use and good practices of the registration platform**

- Section 5 Emission of VCC
- Section 7 VCCs Transfers and Retirements

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

- c) Through the ProClima's registration platform it is not possible to double-selling of units, either through transfers or retirements. Once a VCC has been retired / canceled or transferred, it is deducted from the accounting of available VCC of the user and cannot be used again. Transfers and Retirements can be completed only by selling to a unique user.

Also, under the carbon standards discourage the double-selling of units by Avoiding double counting. It refers to the prohibition of the allocation of a GHG mitigation result counted in tons of CO<sub>2</sub>e in the following scenarios:

1. A ton of CO<sub>2</sub>e counted more than once to demonstrate compliance with the same GHG mitigation target.
2. One ton of CO<sub>2</sub>e counted to demonstrate compliance with more than one GHG mitigation target.
3. One ton of CO<sub>2</sub>e is used more than once for compensation, benefits, or incentives.
4. One ton of CO<sub>2</sub>e is verified, certified, or accredited through the implementation of more than one GHG mitigation initiative.

#### **Organizational Briefing Document**

- Section 16.1 Serial Identification
- Section 17 VCCs Transfers and Retirements
- Section 8.2.7.4 Avoidance of double-counting

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

#### **Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 5.7 Other principles

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

#### **Standard for the Voluntary Carbon Market:**

- Section 5 Principles

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

- d) The program considers all the provisions in the framework of national mitigation actions and relevant laws in the host countries. To evaluate this, ProClima, support the analysis on the BBV reports, in compliance with provisions included in the Standard and methodologies.

For example, in Colombia, as per the country's strategies to achieve compliance with international commitments related to climate change mitigation, one economic instrument arises that encourages the achievement of the proposed goals. Consequently, Decree 926 of 2017 regulates the procedure to make effective the non-causation of the national carbon tax and, likewise, the process to certify being carbon neutral, following the provisions of paragraph 3 of Article 221 of Law 1819 of 2016. In 2018, Resolution 1447 (August 01) regulates the system for monitoring, reporting, and verification of mitigation actions at the national level.

Resolution 1447 of 2018 defines Carbon Standard or Certification Programs as "voluntary or mandatory, international or national systems or schemes that have a set of principles and requirements for the formulation, development, validation and verification of performance against the design and implementation of GHG mitigation initiatives."

In this context, the PROCLIMA Program aims to certify and register initiatives and other greenhouse gas projects that contribute to the reduction of greenhouse gas emissions, favouring low-carbon growth, and ensuring compliance with national and international policies related to sustainable development objectives.

Colombia created the MRV system the objective of the system to measure (M), report (R) and verify (V) the flows of climate finance in Colombia is to gather information that is currently dispersed in numerous portals and reports in an easily accessible platform.

As established in article 9 of Resolution 1447 of 2018, the principles of the MRV System of mitigation actions at the national level are: reliability, comparability, consistency, **avoiding double counting**, accuracy, completeness, comprehensiveness, relevance, and transparency.

As result, Colombia developed the National Registry of GHG emissions reduction (RENARE) which is a web platform that will record information on GHG reduction projects, and the results achieved by these initiatives.

This platform will also establish the **carbon accounting rules** and will allow the monitoring and reporting of Colombia's progress against its commitments in the Paris Agreement and will have updated information on the national efforts that are being carried out on climate change.

Also, through Decree 926 of 2017 the Republic of Colombia guarantees that once the CCV is retired, it cannot be used again, as includes control provisions to be followed by the entities in charge of reporting and making effective the non-accrual of the tax to the end users of the VCC

Decree 926 of 2017: Last paragraph indicates that once the CCV is retired, it cannot be used again, or for different purposes. <http://www.andi.com.co/Uploads/ABC%20del%20impuesto%20al%20carbono.pdf>

MRV System:

<https://mrv.dnp.gov.co/MRV/Paginas/Que-es-el-Sistema-MRV-del-Financiamiento-Climatico.aspx>

RENARE: <https://www.minambiente.gov.co/index.php/noticias/4497-renare-plataforma-para-registrar-reducciones-gases-efecto-invernadero>

Does the Programme have procedures in place for the following: ( <i>Paragraph 3.7.8</i> )	
a) to obtain, or require activity proponents to obtain and provide to the programme, written attestation from the host country’s national focal point or focal point’s designee?	<input checked="" type="checkbox"/> YES
b) for the attestation(s) to specify, and describe any steps taken, to prevent mitigation associated with units used by operators under CORSIA from also being claimed toward a host country’s national mitigation target(s) / pledge(s)?	<input type="checkbox"/> YES
c) for Host country attestations to be obtained and made publicly available prior to the use of units from the host country in the CORSIA?	<input type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) through c):

- a) It will apply only for GHG emission projects using CDM methodologies.

ProClima requires to the activity proponents to fulfil national regulations regarding the register of GHG mitigation projects in the National Registry of GHG Emissions Reduction.

The National Registry of GHG Emissions Reduction – RENARE (for its acronym in Spanish) is a technological platform of the MRV system to manage information at the national level of GHG mitigation initiatives, which is part of the National Information System on Climate Change. In turn, the National Registry of Programs and Projects of actions for the Reduction of Emissions from Deforestation and Forest Degradation in Colombia - REDD+ are part of RENARE.

In compliance with the provisions of Article 10, chapter 2 of Resolution 14 47 of 2018, or the rule that modifies or updates it, any holder of a GHG mitigation initiative in the national territory that requests certification, registration, and emission of Verified Carbon Credits with the PROCLIMA Program, shall register its mitigation initiative in the RENARE, from its feasibility phase, before the application for registration in PROCLIMA. Once the RENARE registry platform is available and in operation

NOTE: If the provisions of the standard are updated or changed, the requirements of the environmental legislation, at the time of application for certification with PROCLIMA, shall apply.

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- 10. 13 Registration in RENARE platform

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

b) The public registration system and the public documents are in line with this requirement. However, is necessary to review the specifications of CORSIA to include the related to.

In Colombia, ProClima is a program included within the standards that can be chosen in the RENARE. In that sense and taking into account the MRV System and ProClima principles. ProClima will report to RENARE all VCC used by operators under CORSIA and will request to RENARE to specify, and describe any steps taken, to prevent mitigation associated with units used by operators under CORSIA from also being claimed toward a host country’s national mitigation target(s) / pledge(s). Specifically, these VCCs units shall be deducted from the national mitigation target.

Specific provisions will be established once the program is eligible for CORSIA.

c) This is included in the validation process. Specific provisions will be established once the program is eligible for CORSIA.

Does the Programme have procedures in place requiring... (Paragraph 3.7.9)	
a) that activities take approach(es) described in (any or all of) these sub-paragraphs to prevent double-claiming?	<input checked="" type="checkbox"/> YES
<input checked="" type="checkbox"/> Emissions units are created where mitigation is not also counted toward national target(s) / pledge(s) / mitigation contributions / mitigation commitments. (Paragraph 3.7.9.1)	
<input type="checkbox"/> Mitigation from emissions units used by operators under the CORSIA is appropriately accounted for by the host country when claiming achievement of its target(s) / pledges(s) / mitigation contributions / mitigation commitments, in line with the relevant and applicable international provisions. (Paragraph 3.7.9.2)	
<input checked="" type="checkbox"/> Programme procedures provide for the use of method(s) to avoid double-claiming which are not listed above (Paragraph 3.7.9.3)	
b) that Host Country attestations confirm the use of approach(es) referred to in the list above?	<input checked="" type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) and b):

a)

Projects applying for registration under the PROCLIMA Program cannot register in any other register system.

**Certification and Registration Program of GHG mitigation initiatives and other GHG projects:**

- Section 5.7 Avoiding double accountability
- Section 10.13 RENARE subscription
- Section 17 Registration Platform

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

Once procedures of Validation and Verification have finished, and after ProClima have reviewed all information complies with ProClima Standard and applicable methodology, ProClima will issue a **GHG Statement**. The numeral C of the Statement declares:

*"...c) The project has a positive opinion from the Validation and Verification Body (VVB), informing that the calculation of GHG emission reductions or removals is presented in a pertinent, comprehensive, reliable, comparable, consistent, accurate manner. , transparent, conservative, and avoiding double accounting, for the period reported in the verification report....."*

The generation of the ProClima serial through the Registry Platform ensures that:

1. The same serial will not be issued more than once
2. Serials have a destination assigned and therefore cannot be used for different purposes
3. Once a CCV has been retired / cancelled, it is deducted from the accounting of available CCV of the user and cannot be used again.

There are four (4) fundamental rules to carry out transactions, controlled from the platform:

1. The system does not allow transfers and retirements from the Reserve if a verification period has not been recorded subsequent to the verification period for which the CCVs were issued.
2. The system does not allow retirements for the non-causation of the carbon tax (case of Colombia) if they were issued for the "voluntary" destination.
3. The system does not allow transfers and retirements of unavailable amounts.
4. The system does not allow requesting a transfer and retirement of a serial that is in the process of transfer or retirement approval of a previous transaction.

### **Organizational Briefing Document**

Section 8.2.7.4 Avoiding double accountability

Section 16.1 Serial Identification

Section 17 VCCs Transfers and Retirements

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Project Cycle**

- Section 6.4 Emission of VCC
- Section 6.5 VCCs Transfers and Retirements

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima\\_v2.0\\_Enero-2021.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf)

English : <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf>

#### **Manual of use and good practices of the registration platform**

- Section 5 Emission of VCC
- Section 6 VCCs Transfers and Retirements

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

b) The country attestation includes the following statement:

“According to the information registered in RENARE, the proponent or owner of the initiative "NAME OF THE PROJECT" states that it has complied with the provisions of Resolution 1447 of 2018 and to date reports the following information on accounting

- Year of reductions
- Starting serial of operation
- Final Serial of operation
- Verified emissions reductions (Ton CO2 e)
- Retired/cancelled Verified emissions reductions (Ton CO2 e)
- Remanent Verified emissions reductions (Ton CO2 e)
- Company name in favour of who is retired/cancelled
- Purpose of cancelation/retirement
- Value Ton CO2 e”

Does the Programme... ( <i>Paragraph 3.7.10</i> )	
a) make publicly available any national government decisions related to accounting for units used in ICAO, including the contents of host country attestations described in paragraph 3.7.8?	<input type="checkbox"/> YES
b) update information pertaining to host country attestation as often as necessary to avoid double-claiming?	<input type="checkbox"/> YES

Summarize and provide evidence of the policies and procedures referred to in a) and b):

- ProClima will develop procedures to make publicly available any national government decisions related to accounting for units used in ICAO, including the contents of host country attestations. The procedure will be completed by mid-June 2021.
- At this stage of the RENARE system, ProClima does not need to information pertaining to host country attestation as often as necessary to avoid double-claiming.



The owners or those responsible for the development and implementation of GHG mitigation initiatives in the national territory shall register the information of their initiative in RENARE, in order to opt for payments for similar results or compensation and / or demonstrate compliance with the goals climate change national regulations established under the United Nations Framework Convention on Climate Change (UNFCCC).

Although the platform has been enabled since September 8 2020, the period of three (3) months established as the transition period for registration in RENARE, will be counted from the issuance of an official communication by the Ministry of Environment and Sustainable Development (MADS per its acronym in Spanish), and Institute of Hydrology, Meteorology and Environmental Studies of Colombia (IDEAM per its acronym in Spanish). To date, the official communication has not been issued and the RENARE platform is in operation while final quality adjustments are made.

Additionally, ProClima required to projects owners that it is very important for the registration of projects in the RENARE platform to maintain coherence with the registration previously made with ProClima, in such a way that the Name and Owner of the Project are identical, and the Quantities certified by our standard coincide, with those reported.

Evidence:



**Adriana Reina** <areina@proclima.net.co>  
para Juan ▾

28 dic 2020 12:22 ☆ ↩ ⋮

Estimado Juan Andrés

Dando continuidad al correo enviado el 19 de octubre sobre la habilitación de la plataforma de RENARE, es necesario aclarar que si bien la plataforma está habilitada desde el 8 de septiembre, el plazo de tres (3) meses establecido como periodo de transición para el registro en RENARE se contará a partir de la emisión de una comunicación oficial por parte del MADS y el IDEAM. A la fecha, la comunicación oficial no se ha emitido y la plataforma de RENARE está en operación mientras se realizan ajustes de calidad finales.

Adicionalmente resaltamos que es muy importante que para el registro de los proyectos en la plataforma RENARE se mantenga coherencia con el registro que se realizó previamente con ProClima, de tal manera que el Nombre y Titular del Proyecto sean idénticos y las cantidades certificadas por nuestro estándar coincidan con las reportadas.

Saludos cordiales de parte del equipo ProClima

**Adriana Reina Q.**  
Coordinadora Asuntos Institucionales  
ProClima  
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Example of mail sanded to Project owners in ProClima.

*“Dear Juan Andrés*

*Continuing the email sent on October 19 about the enabling of the RENARE platform, it is necessary to clarify that although the platform has been enabled since September 8, the period of three (3) months established as the transition period for registration in RENARE it will be counted from the issuance of an official communication by MADS and IDEAM. To date, the official communication has not been issued and the RENARE platform is in operation while final quality adjustments are made.*

Additionally, we highlight that it is very important for the registration of projects in the RENARE platform to maintain coherence with the registration previously made with ProClima, in such a way that the Name and Owner of the Project are identical, and the quantities certified by our standard coincide. with those reported.

Kind regards from the ProClima team”

Nevertheless, anticipating that in the future projects may first register with RENARE, ProClima will establish a procedure to ensure that coherence, and to avoid double-claiming issues.

Does the Programme have procedures in place to compare countries’ accounting for emissions units in national emissions reports against the volumes of eligible units issued by the programme and used under the CORSIA which the host country’s national reporting focal point or designee otherwise attested to its intention to not double claim? (Paragraph 3.7.11)	<input checked="" type="checkbox"/> YES
--	---

Summarize and provide evidence of the policies and procedures referred to above:

Currently Colombia has regulation in place to ensure program units are included/excluded from the national countability, according to the type of unit through the national registry system RENARE. Once ProClima is selected for the Carbon Offsetting and Reduction Scheme for International Aviation, through the Registration Platform, ProClima has the capacity to export reports and classify, identify, and quantify units to be compared with international units too. Classification would include a special classification for CORSIA and a check box (for example) attesting to not double claiming.

Does the Programme have procedures in place for the programme, or proponents of the activities it supports, to compensate for, replace, or otherwise reconcile double claimed mitigation associated with units used under the CORSIA which the host country’s national accounting focal point or designee otherwise attested to its intention to not double claim? (Paragraph 3.7.13)	<input type="checkbox"/> YES
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Summarize and provide evidence of the policies and procedures referred to above:

Once ProClima is selected for the Carbon Offsetting and Reduction Scheme for International Aviation, ProClima will develop procedures to compensate for, replace, or otherwise reconcile double claimed mitigation associated with units used under the CORSIA which the host country’s national accounting focal point or designee otherwise attested to its intention to not double claim.

As evidenced within this application form, ProClima has procedures in place to prevent and avoid double claiming.

Would the Programme be willing and able, upon request, to report to ICAO's relevant bodies, as requested, performance information related to, <i>inter alia</i> , any material instances of and programme responses to country-level double claiming; the nature of, and any changes to, the the number, scale, and/or scope of host country attestations; any relevant changes to related programme measures? ( <i>Paragraph 3.7.12</i> )	<input checked="" type="checkbox"/> YES
--	---

Question 4.8 Do no net harm

Are procedures in place to ensure that offset projects do not violate local, state/provincial, national or international regulations or obligations? ( <i>Paragraph 3.8</i> )	<input checked="" type="checkbox"/> YES
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Summarize and provide evidence of the policies and procedures referred to above:

ProClima's Carbon Standards establish requirements for compliance with current national legislation related to activities carried out in the field of GHG mitigation and climate change.

The following references are indispensable for the implementation of this Program:

- (a) ProClima Methodological Documents and PROCLIMA Program Methodological Guides,
- (b) Decree 926 of 2017 amended the heading of Part 5 and Title 5 is added to Part 5 of Book 1 of Decree 1625 of 2016 Single Regulatory in Tax Matters and Title 11 of Part 2 of Book 2 to Decree 1076 of 2015 Single Regulatory in the Environment and Sustainable Development Sector, to regulate paragraph 3 of Article 221 and paragraph 2 of Article 222 of Law 1819 of 2016 (Ministry of Finance and Public Credit) or the one that amends or updates it;
- (c) Decree 446 of 21 March 2020 amends article 2.2.11 .1.2 of Chapter 1 of Title 11 of Part 2 of Book 2 of Decree 1076 of 2015, and ads an item to Chapter 1 of Title 11 of Part 2 of Book 2 of Decree 1076 of 2015, concerning the accreditation of bodies for the verification of greenhouse gas emissions reductions and removals (Ministry of Environment and Sustainable Development), or that which amends or updates it;
- (d) Resolution 1447 of 2018 Which regulates the system of monitoring, reporting, and verification of mitigation actions at the national level referred to in Article 175 of Law 1753 of 2015, and other provisions (Ministry of Environment and Sustainable Development), or that which modifies or updates it;
- (e) Decree 1595 of August 5, 2015. by which rules are issued concerning the National Subsystem of Quality and amending Chapter VII and Section 1 of Chapter VIII of Title I of Part 2 of Book 2 of the Single Regulatory Decree of the Trade, Industry, and Tourism Sector, Decree number 1074 of 2015, and other provisions or that which amends or updates it;
- (f) Clean Development Mechanism rules, procedures, methodologies, and methodological tools, where applicable
- (g) Glossary of terms of this Program.

Similarly, compliance with the following ISO Standards is essential:

(a) ISO 14064-2:2019(es). Greenhouse gases - Specification with guidance, at the project level, for quantifying, monitoring, and reporting the reduction of emissions or the enhancement of removals of greenhouse gases, or that which updates it;

(b) ISO 14064-3:2019(es). Greenhouse gases - Part 3: Specification with guidance for validation and verification of greenhouse gas declarations, or its amendment;

(c) ISO 14065:2013(es). Greenhouse gases - Requirements for bodies undertaking validation and verification of greenhouse gases for use in accreditation or other forms of recognition.

### **Organizational Briefing Document**

- Section 10.3.9 Compliance with national legislation

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Certification and Registration Program of GHG Mitigation Initiatives and Other Greenhouse Gas Projects**

- Section 7 Normative References

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 7 Normative References

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

Describe, and provide evidence that demonstrates, how the programme complies with social and environmental safeguards: (*Paragraph 3.8*)

The ProClima Carbon Standards establish requirements for the analysis of the foreseeable potential effects on biodiversity and ecosystems, generated by the activities of the GHG mitigation initiative.

It will also establish the safeguards applicable to the type of activity to identify, evaluate and manage the environmental risks inherent to the implementation of the project.

The ProClima Carbon Standards establish requirements for the analysis of the foreseeable potential effects on the socio-economic aspects of a population, generated by the activities of the GHG mitigation initiative.

It will also establish the safeguards applicable to the type of activity to identify, evaluate and manage the social risks inherent to the implementation of the project.

ProClima's Carbon Standards establish the requirements that GHG mitigation initiatives shall demonstrate in compliance with the SDGs applicable to project activities.

Generally, actions related to climate change mitigation bring additional benefits to the reduction or removal of GHG emissions. In this regard, the IPCC (2007) notes that the term co-benefits "reflects that most policies designed to address greenhouse gas (GHG) mitigation also have other, often at least equally important, justifications involved in the adoption of those policies."

In the framework of this Program, the definition and measurement of co-benefits is not a mandatory requirement. However, holders of GHG mitigation initiatives can define additional actions on social and environmental components and show that they have confirmed a model of criteria and indicators to follow up and verify compliance.

The implementation of the REDD+ activities, has the potential to generate benefits to communities and the environment, in addition to reducing GHG emissions. However, there may be some social and environmental risks associated with its implementation. In this sense, REDD+ safeguards are measures aimed at preventing the affectation of essential social, economic or environmental rights, and the occurrence of negative impacts due to the design and implementation of REDD+ activities. They also include measures to improve the procurement and distribution of benefits generated by REDD+ activities.

In the national interpretation of the safeguards for REDD+, 15 safeguard elements have been defined. They are numbered with a letter that refers to the Cancun safeguard to which they correspond and a number that identifies it. The safeguard elements of the national interpretation can be organized into three themes: institutional, social and cultural, and environmental and territorial.

The REDD+ project holder shall demonstrate compliance with all the safeguards presented, including the definition of indicators for monitoring, reporting and verification.

### **Organizational Briefing Document**

- Section 10.3.11 Environmental Aspects
- Section 10.3.12 Socioeconomic Aspects
- Section 10.3.13 Sustainable Development Goals

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

## **Certification and Registration Program of GHG Mitigation Initiatives and Other Greenhouse Gas Projects**

- Section 10.8 Environmental Aspects
- Section 10.9 Socioeconomic Aspects
- Section 10.10 Sustainable Development Goals
- Section 11.9 REDD+ Safeguards
- Section 13 Select categories, related to co-benefits

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 8.13 Environmental Aspects
- Section 8.14 Socioeconomic Aspects
- Section 8.15 Sustainable Development Goals
- Section 8.16 Stakeholders consultation
- Section 8.17 REDD+ Safeguards
- Section 9 Cobenefits

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>

### **Quantification of GHG emission reductions from REDD + projects**

- Section 12 Safeguards REDD+

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2020/07/dm-afolu-redd.pdf>

English: [https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects\\_v2.2.pdf](https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Methodological-document-REDD-projects_v2.2.pdf)

Describe, and provide evidence of the programme's public disclosure of, the institutions, processes, and procedures that are used to implement, monitor, and enforce safeguards to identify, assess and manage environmental and social risks: (*Paragraph 3.8*)

ProClima publicly discloses the Validation and Verification report (first report), and verification reports in the web page of ProClima. The Validation and Verification report shall include the VVB assessment concerning, environmental and socioeconomic aspects.

Also, once validation or verification is complete, the VVB shall issue the corresponding declaration, which shall comply with the following:

- (a) address the intended users of the GHG declaration;
- (b) describe the level of assurance of the validation or verification statement;
- (c) describe the objectives, scope, and criteria for validation or verification;
- (d) explain whether the data and information supporting the GHG declaration are hypothetical, projected as also when applicable to historical;
- (e) be accompanied by the GHG statement made by the responsible party;
- (f) include the VVB's conclusion on the GHG declaration, including any qualifications or limitations;
- (g) add an end on criteria and indicators related to co-benefits, and;
- (h) include a judgment on the project's contribution to sustainable development objectives.

The following is a Validation and verification report disclosed in the public registry of ProClima and contains environmental, socioeconomic, and cobenefits analysis

[https://app.proclima.net.co/storage/PCR-CO-164/initiatives/PCR-CO-164-142-001/verifications/verification\\_report\\_file.pdf](https://app.proclima.net.co/storage/PCR-CO-164/initiatives/PCR-CO-164-142-001/verifications/verification_report_file.pdf)

### **Organizational Briefing Document**

- Section 13 Registry System and Registry Platform

The Organizational Briefing document is available in:

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf>

### **Certification and Registration Program of GHG Mitigation Initiatives and Other Greenhouse Gas Projects**

- Section 14.4 Validation and Verification Statement

Spanish (publicly disclosed): [https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3\\_Octubre-2020-1.pdf](https://proclima.net.co/wp-content/uploads/2021/02/Estandar-PROCLIMA-v2.3_Octubre-2020-1.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Standard-v2.3.pdf>

### **Standard for the Voluntary Carbon Market:**

- Section 13.4 Validation and Verification Statement

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Estandar-Voluntario-PROCLIMA.pdf>

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Voluntary-Standard-v1.0.pdf>



## **PART 5: Programme comments**

Are there any additional comments the programme wishes to make to support the information provided in this form?  
Please check additional documents

Policy and Procedures, Manual for Handling, Requests, Complaints and Claims (also publicly disclosed in Spanish): <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-PQR-Policy-v1.0.pdf>

Treatment and Protection of Personal Data Policy (also publicly disclosed in Spanish): <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-TP-Personal-Data-Policy-v1.0.pdf>

Spanish (publicly disclosed): <https://proclima.net.co/wp-content/uploads/2021/02/Directrices-estimacion-remociones ProClima v1.1.pdf>

**SECTION IV: SIGNATURE**

*I certify* that I am the administrator or authorized representative (“Programme Representative”) of the emissions unit programme (“Programme”) represented in a) this form, b) evidence accompanying this form, and c) any subsequent oral and/or written correspondence (a-c: “Programme Submission”) between the Programme and ICAO; and that I am duly authorized to represent the Programme in all matters related to ICAO’s analysis of this application form; and that ICAO will be promptly informed of any changes to the contact person(s) or contact information listed in this form.

*As the Programme Representative, I certify* that all information in this form is true, accurate, and complete to the best of my knowledge.

*As the Programme Representative, I acknowledge* that:

the Programme’s participation in the assessment does not guarantee, equate to, or prejudice future decisions by Council regarding CORSIA-eligible emissions units; and

the ICAO is not responsible for and shall not be liable for any losses, damages, liabilities, or expenses that the Programme may incur arising from or associated with its voluntary participation in the assessment; and

as a condition of participating in the assessment, the Programme will not at any point publicly disseminate, communicate, or otherwise disclose the nature, content, or status of communications between the Programme and ICAO, and of the assessment process generally, unless the Programme has received prior notice from the ICAO Secretariat that such information has been and/or can be publicly disclosed.

*Signed:*

\_\_\_\_\_  
Full name of Programme Representative (*Print*)

\_\_\_\_\_  
Date signed (*Print*)

\_\_\_\_\_  
Programme Representative (*Signature*)

(This signature page may be printed, signed, scanned and submitted as a separate file attachment)

**SECTION IV: SIGNATURE**

*I certify* that I am the administrator or authorized representative (“Programme Representative”) of the emissions unit programme (“Programme”) represented in a) this form, b) evidence accompanying this form, and c) any subsequent oral and/or written correspondence (a-c: “Programme Submission”) between the Programme and ICAO; and that I am duly authorized to represent the Programme in all matters related to ICAO’s analysis of this application form; and that ICAO will be promptly informed of any changes to the contact person(s) or contact information listed in this form.

*As the Programme Representative, I certify* that all information in this form is true, accurate, and complete to the best of my knowledge.

*As the Programme Representative, I acknowledge* that:

the Programme’s participation in the assessment does not guarantee, equate to, or prejudice future decisions by Council regarding CORSIA-eligible emissions units; and

the ICAO is not responsible for and shall not be liable for any losses, damages, liabilities, or expenses that the Programme may incur arising from or associated with its voluntary participation in the assessment; and

as a condition of participating in the assessment, the Programme will not at any point publicly disseminate, communicate, or otherwise disclose the nature, content, or status of communications between the Programme and ICAO, and of the assessment process generally, unless the Programme has received prior notice from the ICAO Secretariat that such information has been and/or can be publicly disclosed.

*Signed:*

ANGELA DUQUE VILLEGAS

Full name of Programme Representative (*Print*)

15/02/2021

Date signed (*Print*)



Programme Representative (*Signature*)

(This signature page may be printed, signed, scanned and submitted as a separate file attachment)





## Programme Application Form, Appendix D

### Emissions Unit Programme Registry Attestation

#### PART A. Applicability and Instructions

##### 1. Relevance and definitions:

1.1. These terms are relevant to emissions unit programmes and their designated registries:

**1.1.1. *CORSIA Eligible Emissions Unit Programme:*** emissions unit programme approved by the ICAO Council as eligible to supply emissions units under the CORSIA.

**1.1.2. *CORSIA Eligible Emissions Unit Programme registry:*** registry designated by a CORSIA Eligible Emissions Unit Programme to provide its registry services.

**1.1.3. *Material change:*** any update to the procedures of an emissions unit programme or its designated registry that would alter the functions that are addressed in the Emissions Unit Criteria (EUC), related guidelines, or the contents of this attestation. This includes changes that would alter responses to questions in the application form that the programme has submitted to the ICAO Secretariat or contradict the confirmation of the registry's adherence to the requirements contained in this attestation.

**1.1.4. *Cancel:*** the permanent removal and single use of a CORSIA Eligible Emissions Unit within a CORSIA Eligible Emissions Unit Programme designated registry such that the same emissions unit may not be used more than once. This is sometimes also referred to as "retirement", "cancelled", "cancelling" or "cancellation".

**1.1.5. *Business day:*** defined by the CORSIA Eligible Emissions Unit Programme registry when responding to formal instruction from a duly authorized representative of the owner of an account capable of holding and cancelling CORSIA Eligible Emission Units.

1.2. References to "Annex 16, Volume IV" throughout this document refer to Annex 16 to the Convention on International Civil Aviation — *Environmental Protection*, Volume IV — *Carbon Offsetting and reduction Scheme for International Aviation (CORSIA)*, containing the Standards and Recommended Practices (SARPs) for CORSIA implementation.

##### 2. Programme - registry relationship:

2.1. The ICAO Council's Technical Advisory Body (TAB) conducts its assessment of emissions unit programme eligibility including an assessment of the programme's provisions and procedures governing the programme registry, as represented by the programme. The ICAO Council determines CORSIA eligible emissions units upon recommendations by TAB and consistent with the EUC. The programme registry is not separately or independently considered throughout this process.

2.2. The provision of registry services under the CORSIA by a CORSIA Eligible Emissions Unit Programme registry is fully subject to the terms, conditions and limitations to the programme's scope of eligibility. Such terms include, *inter alia*, the programme's

commitment to administer any and all provisions and procedures governing the programme registry in the manner represented by the programme in the application form and additional information provided to TAB during the assessment process.

- 2.3.** A CORSIA Eligible Emissions Unit Programme registry can provide registry services to aeroplane operators prior to the programme's and programme registry's demonstration of the registry's consistency with the registry requirements contained in this attestation. However, the programme registry can only claim to support and can only provide for aeroplane operators to fulfill the provisions in Annex 16, Volume IV involving emissions unit cancellation-, reporting-, and verification-related actions after its consistency with the registry requirements contained in this attestation is demonstrated, and the signed attestation is published on the CORSIA website in addition to the ICAO document "*CORSIA Eligible Emissions Units*".
- 3.** Submitting an "*Emissions Unit Programme Registry Attestation*":
    - 3.1.** Both the administrator or authorized representative ("Programme Representative") of an emissions unit programme ("Programme"), and the administrator or authorized representative ("Registry Representative") of the registry designated by the Programme ("Programme Registry") will review and attest to their acceptance (as signed in Section 8 of this attestation) of all terms contained herein.
    - 3.2.** The Programme will electronically submit to the ICAO Secretariat a unique, dual-signed attestation for each and every Programme Registry that will provide its registry services to the Programme under the CORSIA:
      - 3.2.1.** If the Programme is determined to be eligible by a decision of the ICAO Council taken in 2020, the Programme will submit the signed attestation(s) to the ICAO Secretariat no later than one year after the Programme is determined to be eligible by the ICAO Council.
      - 3.2.2.** From 2021, the Programme should submit the signed attestation(s) to the ICAO Secretariat at the time of applying for assessment by the TAB. If the Programme is determined to be eligible by a decision of the ICAO Council after 31 December 2020, the Programme will submit the signed attestation(s) to the ICAO Secretariat no later than 180 days after the Programme is determined to be eligible by the ICAO Council.
    - 3.3.** As soon as possible upon receiving a signed attestation from the Programme, the ICAO Secretariat will:
      - 3.3.1.** Forward the signed attestation to the TAB; and
      - 3.3.2.** If the Programme is determined to be eligible by a decision of the ICAO Council, publicly post the signed attestation on the CORSIA website in addition to the ICAO document "*CORSIA Eligible Emissions Units*".

## **PART B: Emissions Unit Programme Registry Attestation**

**4. Programme application materials.** As the Registry Representative, I certify items 4.1 to 4.4:

**4.1.** I have read and fully comprehend the following information:

**4.1.1.**The instructions and terms of this attestation;

**4.1.2.**The contents of the ICAO document “*CORSIA Emissions Unit Eligibility Criteria*”;

**4.1.3.**The contents of the most recent version of the application form that the Programme has provided to the ICAO Secretariat; and

**4.1.4.**The terms, conditions and limitations to the Programme’s scope of eligibility and further action(s) requested to the Programme by the ICAO Council, as presented to the Programme upon relevant decision of the ICAO Council on the Programme’s eligibility<sup>1</sup>.

**4.2.** The Programme’s representation of its provisions and procedures governing the Programme Registry, and of Programme Registry functionality, as contained in the most recent version of the application form that the Programme has provided to the ICAO Secretariat, is true, accurate, and complete, to the best of my knowledge;

**4.3.** The Programme Registry will notify the Programme of any material changes to the Programme Registry, to enable the Programme to maintain consistency with relevant criteria and guidelines throughout its assessment by TAB and up to an eligibility decision by the ICAO Council; and, if applicable, continuing on from the effective date of an affirmative eligibility decision by the ICAO Council, the Programme Registry will notify the Programme of any material changes to the Programme Registry, such that the Programme can maintain consistency with relevant criteria and guidelines;

**4.4.** The Programme Registry and Registry Representative will not publicly disseminate, communicate, or otherwise disclose the nature, content, or status of communications between the Programme, the Programme Registry, and/or the ICAO Secretariat, related to the status of the Programme’s provision of programme and registry services under the CORSIA, unless the Programme has received prior notice from the ICAO Secretariat that such information has been and/or can be publicly disclosed.

**5. Scope of Programme responsibilities under the CORSIA.** As the Registry Representative, I acknowledge items 5.1 to 5.2:

**5.1.** The scope of the Programme assessment by the TAB, through which the TAB will develop recommendations on the list of eligible emissions unit programmes (and potentially project types) for use under the CORSIA, which will then be considered by the ICAO Council for an eligibility decision, including the Programme’s responsibilities throughout this process; and

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<sup>1</sup> Only applicable when the Programme submits the signed “*Emissions Unit Programme Registry Attestation*” to the ICAO Secretariat after the Programme is determined to be eligible by a decision of the ICAO Council.



- 5.2. The scope and limitations of the ICAO Secretariat's responsibilities related to the assessment process.
6. **Programme - Registry relationship.** As the Registry Representative, I understand and accept items 6.1 to 6.2:
- 6.1. The Programme Registry's provision of registry services under the CORSIA is subject to the terms, conditions and limitations to the Programme's scope of eligibility, as presented to the Programme upon relevant decision of the ICAO Council on the Programme's eligibility; and
- 6.2. Only after the Programme and the ICAO Secretariat have completed all steps in Part A, Section 3 of this attestation, can the Programme Registry facilitate and identify emissions unit cancellations specifically for CORSIA use, and support any related reporting and verification activities. The Programme Registry will not promote itself as being capable of providing registry services for the described purpose until such time.
7. **Scope of Programme Registry responsibilities under the CORSIA.** As the Registry Representative, I certify items 7.1 to 7.11:
- 7.1. The Programme Registry is capable of fully meeting the objectives of any and all Programme provisions and procedures related to the Programme Registry that the Programme is required to have in place:
- 7.1.1. In the manner represented by the Programme in the application form that the Programme has provided to the ICAO Secretariat; and
- 7.1.2. As acknowledged by the Programme in the signed "Programme acceptance to terms of eligibility for inclusion in the ICAO document "*CORSIA Eligible Emissions Units*"<sup>2</sup>.
- 7.2. The Programme Registry will not deny a CORSIA participant's request for a registry account solely on the basis of the country in which the requestor is headquartered or based;
- 7.3. The Programme Registry will, upon request of the CORSIA participant account holder or participant's designee, designate the participant's cancellation of emissions units for the purpose of reconciling offsetting requirements under the CORSIA, including by compliance cycle;
- 7.4. The Programme Registry will, within 1 – 3 business days of receipt of formal instruction from a duly authorized representative of the owner of an account capable of holding and cancelling CORSIA Eligible Emission Units within the registry, and barring system downtime that is scheduled in advance or beyond the control of the registry administrator, make visible on the Programme Registry's public website the account owners cancellations of CORSIA Eligible Emission Units as instructed. Such cancellation information will include all fields that are specified for this purpose in Annex 16, Volume IV;

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<sup>2</sup> Only applicable when the Programme submits the signed "*Emissions Unit Programme Registry Attestation*" to the ICAO Secretariat after the Programme is determined to be eligible by a decision of the ICAO Council.

- 7.5. The Programme Registry will, upon request of the CORSIA participant account holder or participant's designee, generate report(s) containing the information specified for this purpose in Annex 16, Volume IV;
  - 7.6. The Programme Registry will maintain robust security practices that ensure the integrity of, and authenticated and secure access to, the registry data of CORSIA participant account holders or participants' designees, and transaction events carried out by a user; and disclose documentation of such practices upon request. The Programme Registry will utilize appropriate method(s) to authenticate the identity of each user accessing an account; grant each user access only to the information and functions that a user is entitled to; and utilize appropriate method(s) to ensure that each event initiated by a user (i.e. transfer of units between accounts; cancellation/retirement of a unit, update of data, etc.) is an intentional transaction event confirmed by the user. Such security features will meet and be periodically updated in accordance with industry best practice;
  - 7.7. The Programme Registry will, upon identifying any breach of Programme Registry data security or integrity that affects a CORSIA participant account holder or participant's designee, notify the CORSIA participant account holder or their designee, and notify the Programme, which will inform and engage with the ICAO Secretariat on the matter in the same manner as required for material deviations from the Programme's application form;
  - 7.8. The Programme Registry will ensure the irreversibility of emissions unit cancellations and the designation of the purpose of emissions units cancellations, as per the requirements contained in Annex 16, Volume IV (Part II, Chapter 4). Without prejudice to the aforementioned, such requirement would not prevent a Programme Registry from utilizing secure, time-bound and auditable methods for correcting unintentional user-entry errors;
  - 7.9. The Programme Registry will ensure that all cancellation information on its website is presented in a user-friendly format; is available at no cost and with no credentials required; is capable of being searched based on data fields; and can be downloaded in a machine-readable format, e.g., .xlsx;
  - 7.10. The Programme Registry will retain documents and data relevant to CORSIA Eligible Emissions Units and cancellations on an ongoing basis and for at least three years beyond the end date of the latest compliance period in which the emissions unit programme is determined to be eligible; and consistent with the Programme's long-term planning, including plans for possible dissolution;
  - 7.11. The Programme Registry will append a document to the end of the signed attestation describing how it will ensure its ability to implement the requirements of this document. This will include references to existing registry functionalities that already meet the requirements of this document and/or description of business practices and procedures that ensure the Programme Registry's ability to implement the requirements in this document.
- 8. Accuracy and completeness of information.** The signatures below certify that the information provided is true and correct in all material respects on the date as of which such information is dated or certified and does not omit any material fact necessary in order to make such information not misleading. Representatives are duly authorized for official correspondence on behalf of their organization.

\_\_\_\_\_  
Programme Representative Signature

Ángela Duque Villegas

\_\_\_\_\_  
Programme Representative Name

ProClima

\_\_\_\_\_  
Programme Name

February 15, 2021

\_\_\_\_\_  
Date

\_\_\_\_\_  
Registry Representative Signature

Ángela Duque Villegas

\_\_\_\_\_  
Registry Representative Name

Registration Platform of ProClima

\_\_\_\_\_  
Registry Name

February 15, 2021

\_\_\_\_\_  
Date

*Instructions for Registry Representative:* Please append a document on the next page of this attestation describing how your Registry will ensure its ability to implement the requirements of this document, including references to existing registry functionalities that meet the requirements of this document and/or description of business practices and procedures that describe the Programme Registry's implementation of the requirements of this document.

## **ATTACHMENT A: PROGRAMME REGISTRY ATTESTATION DISCLOSURE FORM**

### **PART 1: INSTRUCTIONS FOR REGISTRY REPRESENTATIVE**

The following information request corresponds to the registry representative's certification of its adherence to items 7.1 to 7.10 of the *Emissions Unit Programme Registry Attestation* "Scope of Programme Registry responsibilities under the CORSIA".

In accordance with item 7.11 of the *Emissions Unit Programme Registry Attestation*, registry administrators are to complete and append this form to the signed *Attestation* describing how the Registry will ensure its ability to implement the requirements of the *Attestation*. This includes references to existing registry functionalities that already meet the requirements of the *Attestation* and/or descriptions of business practices and procedures that ensure the Programme Registry's ability to implement the requirements in the *Attestation*.

For further guidance regarding the format and approaches for providing summary information and evidence of system functionalities and/or procedures in this form, refer to instructions for "**Form Completion**" in the *Application Form for Emissions Unit Programmes*<sup>3</sup>.

### **PART 2: REGISTRY AND REGISTRY REPRESENTATIVE INFORMATION**

[A. – C. Programme, Administrator, and Representative information from Part 1 of Application Form]

#### A. Program Information

Programme name: ProClima

Administering Organization: ProClima S.A.

Official mailing address: Calle 67 # 6-60 Office 303. Bogotá D.C.

Telephone #: +57 (350) 599 9912

Official web address: [www.proclima.net.co](http://www.proclima.net.co)

#### B. Programme Administrator Information

Full name and title: Ángela Duque Villegas, Director

Employer / Company (*if not programme*): ProClima S.A.

E-mail address: [aduque@proclima.net.co](mailto:aduque@proclima.net.co)

Telephone #: +57 (310) 572 7198

#### C. Programme Representative Information (if different from Programme Administrator)

Full name and title: Adriana Reina Quintero, Institutional Affairs Coordinator

Employer / Company (*if not Programme*): ProClima S.A.

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<sup>3</sup> <https://www.icao.int/environmental-protection/CORSIA/Pages/TAB.aspx>

E-mail address: [areina@proclima.net.co](mailto:areina@proclima.net.co)

Telephone #: +57 (304) 131 1322

[D. – E. Programme Registry and Administering Organization Name and contact; Programme Registry Administrator Name and contact information (may duplicate information from A. – C.)]

Programme Registry: Registration Platform of ProClima

Administering Organization: ProClima S.A.

Programme Registry Administrator Name: Ángela Duque Villegas

E-mail address: [aduque@proclima.net.co](mailto:aduque@proclima.net.co)

Telephone #: +57 (310) 572 7198

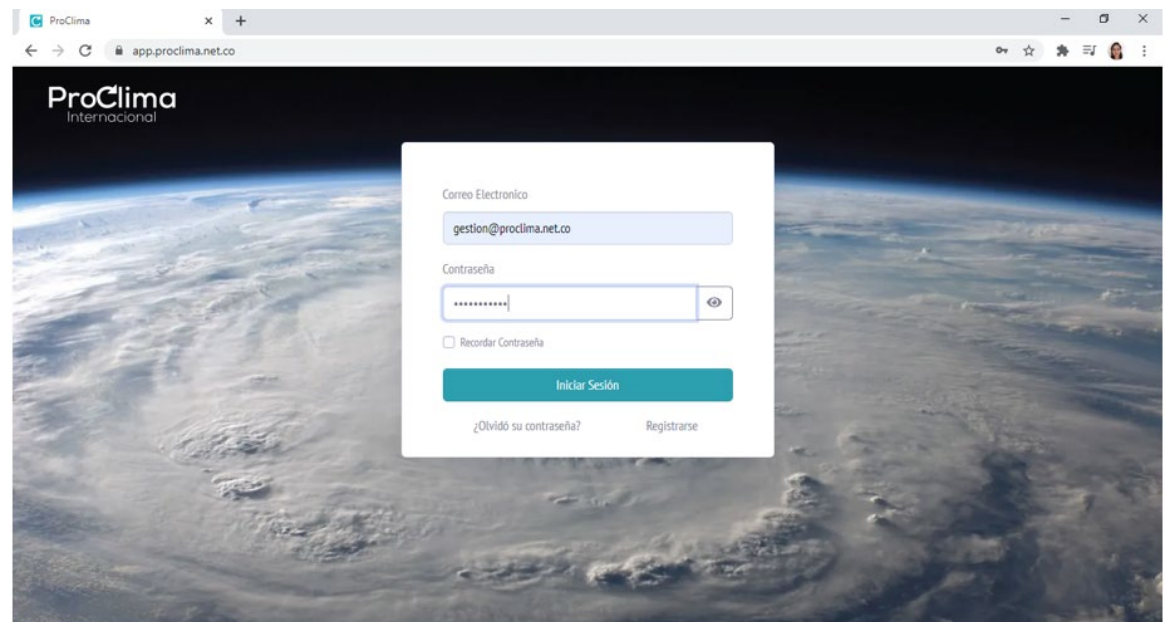
### PART 3: EVIDENCE OF ADHERENCE TO SCOPE OF REGISTRY RESPONSIBILITIES

	Does the Programme Registry fully meet the objectives of any and all Programme provisions and procedures related to the Programme Registry that the Programme is required to have in place in the manner represented by the Programme in the application form that the Programme has provided to the ICAO Secretariat and, if applicable <sup>4</sup> , as acknowledged by the Programme in the signed “Programme acceptance to terms of eligibility for inclusion in the ICAO document ‘CORSIA Eligible Emissions Units’”?	<input checked="" type="checkbox"/> YES
	Describe how the Registry ensures its ability to implement these provisions:	
7. 1	The registration platform of ProClima is directly administrated by ProClima S.A. All provisions and future requirements established by the program were (and will be) included within the Registration Platform by direct request from the Director.  The registration platform was designed by ProClima, taking into account all requirements described in the ProClima Carbon Standards and governance documents presented in the Application Form.  Currently, the registration platform meets all objectives and provisions required by the program described in the application form.	
	In the field below, provide link(s) to any web-based evidence of existing registry functionalities and/or of documents demonstrating business practices and procedures for the Programme Registry’s implementation of these provisions. Alternatively, or in addition, confirm that such evidence is included as an attachment to this <i>Emissions Unit Programme Registry Attestation</i> .	
	The registration platform is directly accessed from the ProClimas’s web site: <a href="http://www.proclima.net.co">www.proclima.net.co</a> as illustrated in the next two images. Only the administrator and account holders have access.  Access to the registration platform	

<sup>4</sup> Only applicable when the Programme submits the signed “*Emissions Unit Programme Registry Attestation*” to the ICAO Secretariat after the Programme is determined to be eligible by a decision of the ICAO Council.



### Access to the registration platform



The Attachment to this *Emissions Unit Programme Registry Attestation* includes snapshots of the interfaces for both the users and the administrator, illustrating the registration platform functionalities and public registry, as evidence.

The public registry is automatically fed from the information registered through the registration platform, only when the platform administrator has **reviewed and approved** a registration request through their administrator account. The procedures that require approval by the administrator, through the platform are:

- User registration
- Project registration
- Verification period registration



- VCC emission
- VCC retirements

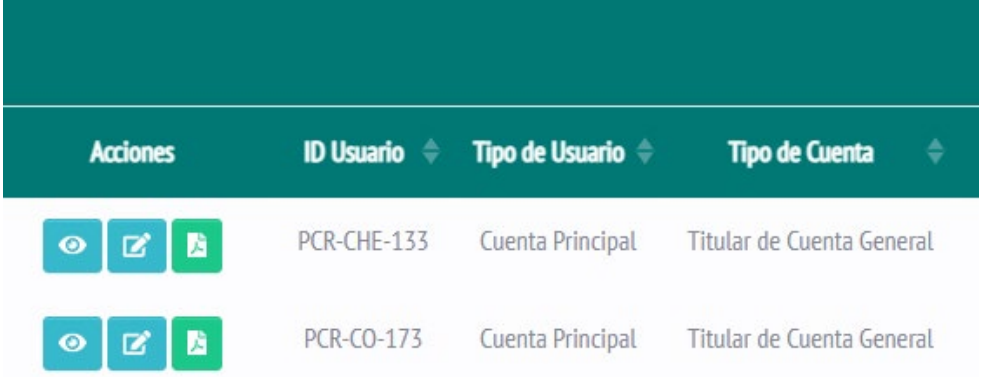


















The public registry is accessible through: [www.proclima.net.co](http://www.proclima.net.co). The following images are snapshots from public registry.



This evidence is also included in the attachment to this *Emissions Unit Programme Registry Attestation*.

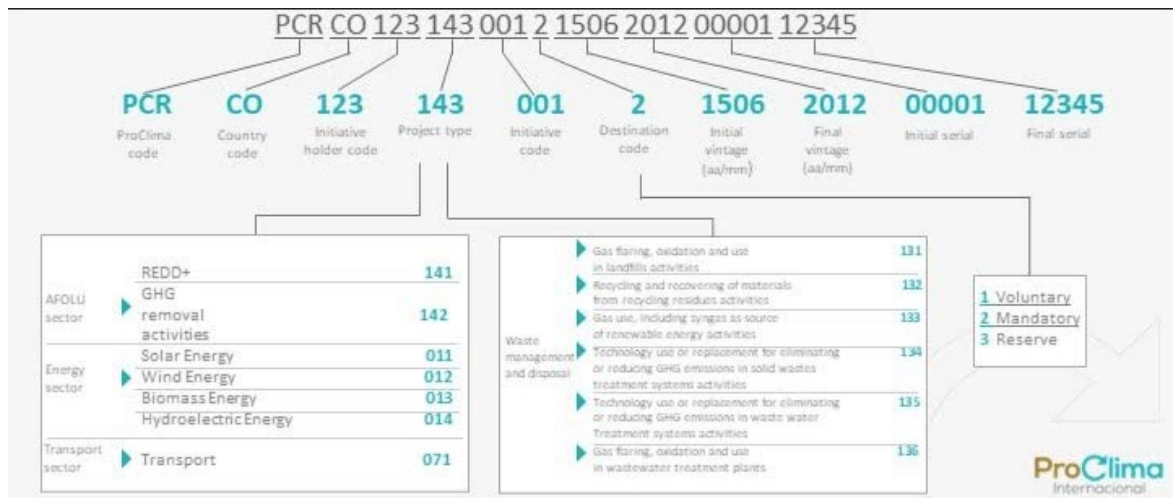
The Registration Platform is governed by the *Project Cycle document and the User manual and good practices of the registration Platform*.

The *project cycle* document is available in:

	<p>Spanish (publicly disclosed): <a href="https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf">https://proclima.net.co/wp-content/uploads/2021/02/Ciclo-de-proyectos-ProClima_v2.0_Enero-2021.pdf</a></p> <p>English: <a href="https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf">https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Project-Cycle-v2.0.pdf</a></p> <p>The <i>User manual and good practices of the registration Platform</i> is available in:</p> <p>Spanish: <a href="https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf">https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf</a></p> <p>English: <a href="https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf">https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf</a></p> <p><i>Additional tutorials (mp4) are also shared with potential new users as part of the guidance provided to the registration platform users. Tutorials (in Spanish) can be provided as evidence upon request.</i></p>												
	<p>Will the Programme Registry ensure that a CORSIA participant’s request for a registry account will not be denied solely on the basis of the country in which the requestor is headquartered or based? <span style="float: right;">☑ YES</span></p>												
	<p>Describe how the Registry ensures its ability to implement these provisions:</p> <p>The Registration Platform is designed to create new accounts all over the globe. The system is able to register any country, dependent territories, and special areas of geographical interest listed in the ISO 3166-1 (Codes for the representation of names of countries and their subdivisions – Part 1: Country codes). The CORSIA participant will be assigned an identification that includes the code for the corresponding country, in accordance to codes defined by the ISO 3166-1.</p>												
	<p>In the field below, provide link(s) to any web-based evidence of existing registry functionalities and/or of documents demonstrating business practices and procedures for the Programme Registry’s implementation of these provisions. Alternatively, or in addition, confirm that such evidence is included as an attachment to this <i>Emissions Unit Programme Registry Attestation</i>.</p>												
<p>7. 2</p>	<p>Evidence: Snapshot of two users’ registry (user ID/ID Usuario), as example, from the administrator interface</p> <ul style="list-style-type: none"> <li>• PCR-CHE-133 For a user from Switzerland (CHE)</li> <li>• PCR-CO-173 For a user located in Colombia (CO)</li> </ul>  <table border="1" data-bbox="269 1423 1243 1797"> <thead> <tr> <th>Acciones</th> <th>ID Usuario</th> <th>Tipo de Usuario</th> <th>Tipo de Cuenta</th> </tr> </thead> <tbody> <tr> <td>  </td> <td>PCR-CHE-133</td> <td>Cuenta Principal</td> <td>Titular de Cuenta General</td> </tr> <tr> <td>  </td> <td>PCR-CO-173</td> <td>Cuenta Principal</td> <td>Titular de Cuenta General</td> </tr> </tbody> </table>	Acciones	ID Usuario	Tipo de Usuario	Tipo de Cuenta	  	PCR-CHE-133	Cuenta Principal	Titular de Cuenta General	  	PCR-CO-173	Cuenta Principal	Titular de Cuenta General
Acciones	ID Usuario	Tipo de Usuario	Tipo de Cuenta										
  	PCR-CHE-133	Cuenta Principal	Titular de Cuenta General										
  	PCR-CO-173	Cuenta Principal	Titular de Cuenta General										



The User manual and good practices of the registration Platform section 9.0 Serial Identification, and the web page discloses the Serial ID references, where the three first codes correspond to the User ID, including the country code, as follows:



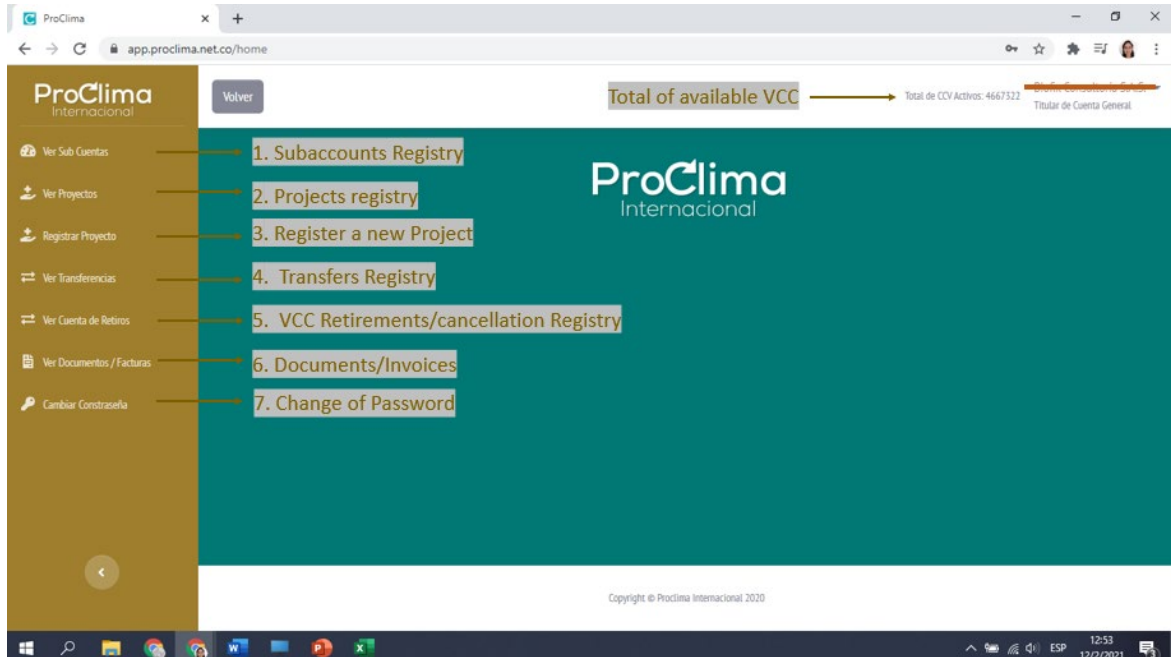
The User manual and good practices of the registration Platform is available in:  
 Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-practicas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-practicas-de-la-plataforma-V1.0.pdf)  
 English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

<p>Will the Programme Registry, upon request of the CORSIA participant account holder or participant’s designee, designate the participant’s cancellation of emissions units for the purpose of reconciling offsetting requirements under the CORSIA, including by compliance cycle?</p>	<input checked="" type="checkbox"/> YES
<p>Describe how the Registry ensures its ability to implement these provisions:</p>	
<p>7. 3</p>	<p>The CORSIA participant account holder will be able to retire/cancel VCC by holding a general account or an Aggregator account:</p> <p><u>The General Account Holder</u> is a user who may be the owner of a project but may also have subaccounts, i.e. register the projects of other project owners (third parties). Holding a general account, the user will be able to receive/transfer VCC from/to other accounts, and retire/cancel VCC from its registered projects and from received VCC.</p> <p><u>The Aggregator Account Holder</u> is a user who cannot register projects. This type of user may only receive transfers from other users and may retire/cancel VCCs.</p> <p>Retirements will be possible if the account holder has available VCC in its account from its projects or from received transfers.</p>
<p>In the field below, provide link(s) to any web-based evidence of existing registry functionalities and/or of documents demonstrating business practices and procedures for the Programme Registry’s implementation of these provisions. Alternatively, or in addition, confirm that such evidence is included as an attachment to this <i>Emissions Unit Programme Registry Attestation</i>.</p>	

The image below displays the main menu of a general account. Functionality number 4 will allow to track received and sent VCC transfers. Received VCC transfers can be used to retire/cancel VCC.

Also, through functionality 2. Projects registry, the account holder can retire/cancel VCC from its registered own projects.

Functionality 5. VCC retirement/cancellation registry will allow to the participant to track all retirements and cancellation he has made.



Specific rules, procedures and best practices are described in the *User manual and good practices of the registration platform* Section 6.0 Transfers and Retirements, available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

The attachment to this *Emissions Unit Programme Registry Attestation* includes more snapshots of how the user will experience a retirement through the Registration Platform of ProClima

7.4	a. Will the Programme Registry, within 1 – 3 business days of receipt of formal instruction from a duly authorized representative of the owner of an account capable of holding and cancelling CORSIA Eligible Emission Units within the registry, and barring system downtime that is scheduled in advance or beyond the control of the registry administrator, make visible on the Programme Registry’s public website the account owner’s cancellations of CORSIA Eligible Emission Units as instructed.	☒ YES
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<p>b. Will such cancellation information (row a) include all fields that are specified for this purpose in Annex 16, Volume IV<sup>5</sup>?</p>	<p><input checked="" type="checkbox"/> YES</p>
<p>Describe how the Registry ensures its ability to implement these provisions:</p>	
<p>The public registry is automatically fed from the information registered through the registration platform, only when the platform administrator has reviewed and approved a registration request through their administrator account. The procedures that require approval by the administrator, through the platform are:</p> <ul style="list-style-type: none"> <li>• User registration</li> <li>• Project registration</li> <li>• Verification period registration</li> <li>• VCC emission</li> <li>• VCC retirements</li> </ul> <p>When a retirement request is submitted by a user, the administrator receive an email notification. 5 calendar days are the timeline to respond to the request. Real experience shows that all requests are responded in the same day. ProClima is able to reduce the time of response to three days for CORSIA.</p> <p>When the retirement is accepted by the administrator, it is automatically/immediately disclosed in the public registry.</p> <p>The public registry is accessible through: <a href="http://www.proclima.net.co">www.proclima.net.co</a>.</p> <p>The disclosed information regarding retirements include:</p> <ul style="list-style-type: none"> <li>• Date of retirement</li> <li>• Name of the Project</li> <li>• Name of the Account holder achieving the retirement</li> <li>• Detailed legal Id number (NIT)</li> <li>• Name of the final user (aeroplane operator in the case of CORSIA)</li> <li>• Detailed legal Id number (NIT) (aeroplane operator ID in the host country, in the case of CORSIA)</li> <li>• Total quantity of VCC retired</li> <li>• Start of serial number</li> <li>• End of serial number</li> <li>• Complete serial number</li> </ul> <p>The serial number also provide intrinsic information:</p> <ul style="list-style-type: none"> <li>• Country</li> <li>• Unit Type (sector, destination)</li> <li>• Verification period (vintage) of the units</li> <li>• Project ID (further information is available in the web page by knowing the project ID as Project owner, methodology, Verification and validation body, verification reports, location and images of the project, Project contact information</li> </ul>	

<sup>5</sup> [Reference to SARPs provisions containing specific information / fields to reflect in registry]

- Quantity of available VCC vs Retired VCC form the serial.

In the field below, provide link(s) to any web-based evidence of existing registry functionalities and/or of documents demonstrating business practices and procedures for the Programme Registry's implementation of these provisions. Alternatively, or in addition, confirm that such evidence is included as an attachment to this *Emissions Unit Programme Registry Attestation*.

Specific rules, procedures and best practices are described in the *User manual and good practices of the registration platform Section 6.0 Transfers and Retirements and Section 8.0 Public Registry of the Registration Platform*

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

The following image demonstrate information about retirements is publicly disclosed through the web page of ProClima (Public Registry)

FECHA TRANSACCIÓN (AAAA-MM-DD)	PROYECTO	TITULAR DE CUENTA GENERAL	NIT DEL TITULAR DE CUENTA GENERAL	USUARIO FINAL	NIT USUARIO FINAL	CANTIDAD RETIRADA	SERIAL INICIAL	SERIAL FINAL
2021-02-11	CO2Bib	FUNDACION CATARUBEN	9006345229	CHEVRON PETROLEUM COMPANY	860005223-9	11,107	24297	35403
2021-02-11	CO2Bib	FUNDACION CATARUBEN	9006345229	CHEVRON PETROLEUM COMPANY	860005223-9	807	35404	36210

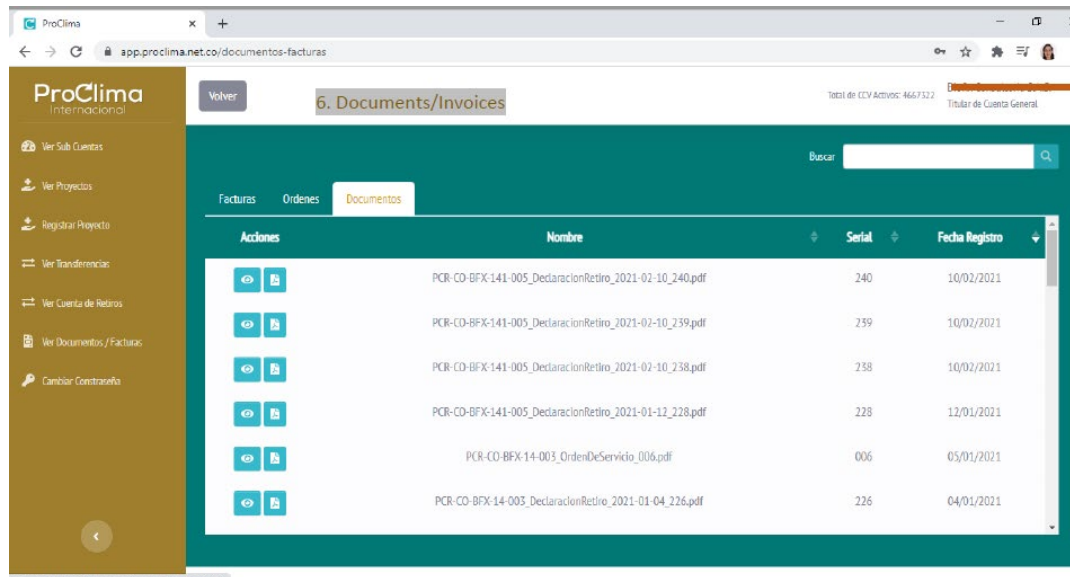
Please refer to the attachment to this Emissions Unit Programme Registry Attestation, which includes more snapshots of how the user will request/explore information about retirements in the public Registry, and how the administrator will accept it.

[www.proclima.net.co](http://www.proclima.net.co)

7. 5	Will the Programme Registry, upon request of the CORSIA participant account holder or participant's designee, generate report(s) containing the information specified for this purpose in Annex 16, Volume IV <sup>6</sup> ?	<input checked="" type="checkbox"/> YES
Describe how the Registry ensures its ability to implement these provisions:		

<sup>6</sup> [Reference to SARPs provisions containing specific information / fields to reflect in registry]

Once a retirement is accepted by the administrator, the CORSIA participant account holder will receive to the registered e-mail a unique and secure **Retirement Statement**, including all relevant information. The document is also available in the user interface of the registration platform. Through the functionality (View Documents/Invoices/orders) shown in the next figure, the user can view and download relevant documents, including the Retirement Statement.



Also, through the public registry, the user may download reports in .pdf and .xlsx formats. The report can be selected according to filters or specific searches

The searching system on the left and top side of each table of the public registry makes easy to find a specific record that user wants to access.

Tables of public registry can be organized by date or alphabetical order using the arrows in the title of each column in the table

In the field below, provide link(s) to any web-based evidence of existing registry functionalities and/or of documents demonstrating business practices and procedures for the Programme Registry's implementation of these provisions. Alternatively, or in addition, confirm that such evidence is included as an attachment to this *Emissions Unit Programme Registry Attestation*.

The following image demonstrate information about reports exported through the web page of ProClima (Public Registry) [www.proclima.net.co](http://www.proclima.net.co)

Download report

3. VCC Retirements/Cancellations

Complete retired serial

FECHA TRANSACCIÓN (AAAA-MM-DD)	PROYECTO	TITULAR DE CUENTA GENERAL	NIT DEL TITULAR DE CUENTA GENERAL	USUARIO FINAL	NIT USUARIO FINAL	CANTIDAD RETIRADA	SERIAL INICIAL	SERIAL FINAL
2021-02-11	CO2Bio	FUNDACION CATARUBEN	9006345229	CHEVRON PETROLEUM COMPANY	860005223-9	11,107	24297	35404
2021-02-11	CO2Bio	FUNDACION CATARUBEN	9006345229	CHEVRON PETROLEUM COMPANY	860005223-9	807	35404	36200

Download a .xlsx report from the public registry: [www.proclima.net.co](http://www.proclima.net.co)

FECHA TRANSACCIÓN	PROYECTO	TITULAR DE CUENTA GENIT DEL TITULAR DE CUENTA	USUARIO FINAL	NIT USUARIO FINAL
23/4/2019	Proyecto Forestal CO2Cero Caucho PL UNO (Registro Cancela	CO2CERO S.A.S.	PUMA ENERGY COLOMBIA COMBUSTIBLES SAS	900497906-5
7/5/2019	Proyecto Forestal CO2Cero Caucho PL UNO (Registro Cancela	CO2CERO S.A.S.	EMPRESA COLOMBIANA DE PETROLEOS S.A. - ECOPEL S.A.	899999068-1
21/5/2019	Proyecto Forestal CO2Cero Caucho El Viento (Registro Cancela	CO2CERO S.A.S.	ZEUSS PETROLEUM S.A.	811043174-1
23/5/2019	Proyecto Forestal CO2Cero Caucho PL UNO (Registro Cancela	CO2CERO S.A.S.	PUMA ENERGY COLOMBIA COMBUSTIBLES SAS	900497906-5
23/5/2019	Proyecto Forestal CO2Cero Caucho El Viento (Registro Cancela	CO2CERO S.A.S.	PUMA ENERGY COLOMBIA COMBUSTIBLES SAS	900497906-5
5/6/2019	Proyecto Forestal CO2Cero Caucho El Viento (Registro Cancela	CO2CERO S.A.S.	ZEUSS PETROLEUM S.A.	811043174-1
6/6/2019	Proyecto Forestal CO2Cero Caucho El Viento (Registro Cancela	CO2CERO S.A.S.	BASF QUÍMICA COLOMBIANA S.A.	860056150-8
18/6/2019	Proyecto Forestal CO2Cero Caucho El Viento (Registro Cancela	CO2CERO S.A.S.	ERNST & YOUNG AUDIT	860036884-1
18/6/2019	Proyecto Forestal CO2Cero Caucho El Viento (Registro Cancela	CO2CERO S.A.S.	ERNST & YOUNG SAS	860008890-5
27/6/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	ZEUSS PETROLEUM S.A.	811043174-1
4/7/2019	Proyecto Forestal CO2Cero Caucho PL UNO (Registro Cancela	CO2CERO S.A.S.	REPSOL SERVICIOS COLOMBIA S.A.	900895574-0
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	ORGANIZACIÓN TERPEL S.A.	830095213-0
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	ORGANIZACIÓN TERPEL S.A.	830095213-0
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	ORGANIZACIÓN TERPEL S.A.	830095213-0
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	ORGANIZACIÓN TERPEL S.A.	830095213-0
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	ORGANIZACIÓN TERPEL S.A.	830095213-0
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	CHEVRON PETROLEUM COMPANY	860005223-9
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	PETROBRAS COLOMBIA COMBUSTIBLES S.A.	900047822-5
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	ORGANIZACIÓN TERPEL S.A.	830095213-0
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	CHEVRON PETROLEUM COMPANY	860005223-9
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	PETROBRAS COLOMBIA COMBUSTIBLES S.A.	900047822-5
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	ORGANIZACIÓN TERPEL S.A.	830095213-0
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	ORGANIZACIÓN TERPEL S.A.	830095213-0
9/7/2019	Proyecto Forestal CO2Cero Reforestadores Vichada-Meta (Ri	CO2CERO S.A.S.	CHEVRON PETROLEUM COMPANY	860005223-9

Specific rules, procedures and best practices are described in the *User manual and good practices of the registration platform* Section 7.0 Documents view and Section 8.0 Public Registry of the Registration Platform, available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>



	a. Does the Programme Registry maintain robust security practices that ensure the integrity of, and authenticated and secure access to, the registry data of CORSIA participant account holders or participants’ designees, and transaction events carried out by a user?	<input checked="" type="checkbox"/> YES
	b. Does the Programme Registry disclose documentation of such practices (row a) upon request?	<input checked="" type="checkbox"/> YES
	c. Does the Programme Registry utilize appropriate method(s) to authenticate the identity of each user accessing an account?	<input checked="" type="checkbox"/> YES
	d. Does the Programme Registry grant each user access only to the information and functions that a user is entitled to?	<input checked="" type="checkbox"/> YES
	e. Does the Programme Registry utilize appropriate method(s) to ensure that each event initiated by a user (i.e. transfer of units between accounts; cancellation/retirement of a unit, update of data, etc.) is an intentional transaction event confirmed by the user?	<input checked="" type="checkbox"/> YES
	f. Do such security features (rows a – e) meet and undergo periodic updates in accordance with industry best practice?	<input checked="" type="checkbox"/> YES
	Describe how the Registry ensures its ability to implement each provision in rows a – f:	
7.6	<p>a. The ProClima Registration Platform was developed with secure code policies in mind. The software takes into account the security of the registry through the following components:</p> <ul style="list-style-type: none"> <li>• SSL certificate (domain verification): the information is encrypted and protected.</li> <li>• ReCaptcha of Google: protects the site from <i>spam</i> and misuse. It identifies when a human or a Bot accesses attacking and/or blocking the program.</li> <li>• Identity validation through email verification.</li> <li>• Identity validation through token code</li> <li>• Secure password: for a user to create his password, the system forces him to enter a secure password that cannot be detected by strangers (minimum number of characters, numbers and symbols).</li> <li>• Internal control of access to the platform: functionality to block users after 5 unsuccessful login attempts.</li> <li>• Development based on secure code programming and OWASP policies<sup>7</sup><a href="https://translate.googleusercontent.com/translate_f-ftn3">https://translate.googleusercontent.com/translate_f-ftn3</a>: latest stable version and verified <i>laravel framework</i> for based-development programming.</li> <li>• Server provider: the platform is developed in VULTR, a recognized server provider with high security standards.</li> <li>• Automatic <i>backup</i>: Programming of 3 daily <i>backups</i> of automatic database that provide information reliability and traceability.</li> <li>• Firewall: The application uses the <i>CloudFlare</i> interface as a <i>Firewall</i> and protective shield for the Web and the registration platform.</li> </ul>	

<sup>7</sup> Open Web Application Security Project

	<ul style="list-style-type: none"> <li>• Preventive and corrective maintenance of cyber threats: prevention of unauthorized entry to the website as <i>plugins</i> and code (<i>hacking</i>), elimination of recurrent <i>hacking</i>, and prevention of modification of site content. Maintenance also includes <b>review</b> of the operating system configurations, Apache and PHP, <b>scanning of vulnerabilities</b>, <b>analysis</b> of security into all sites (<i>Blackbox, Greybox, Whitebox</i>), <b>detection</b> and identification of malware present on the server, <b>implementation</b> of recommendations and server configuration settings, and site remediation.</li> </ul> <p>b. Information about security systems is disclosed in the organization briefing document available in:  Spanish (publicly disclosed): <a href="https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf">https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf</a>  English: <a href="https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizacional-Briefing.pdf">https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizacional-Briefing.pdf</a></p> <p>c. Identity validation through email verification.  Identity validation through token code  Secure password: for a user to create his password, the system forces him to enter a secure password that cannot be detected by strangers (minimum number of characters, numbers and symbols).  Internal control of access to the platform: functionality to block users after 5 unsuccessful login attempts.</p> <p>d. The registration platform identifies users by type of account (project owner account holder, general account holder and aggregator account holder). Each type of account has specific permits within the platform. The permitted actions are settled by default according to the type of account.  Every account holder will access to the platform and only will be able to interact with its own account information (projects, VCC, documents)</p> <p>e. Every transaction must be confirmed by the user before submitting to ProClima revision</p> <p>f. Preventive and corrective maintenance of cyber threats: prevention of unauthorized entry to the website as <i>plugins</i> and code (<i>hacking</i>), elimination of recurrent <i>hacking</i>, and prevention of modification of site content. Maintenance also includes <b>review</b> of the operating system configurations, Apache and PHP, <b>scanning of vulnerabilities</b>, <b>analysis</b> of security into all sites (<i>Blackbox, Greybox, Whitebox</i>), <b>detection</b> and identification of malware present on the server, <b>implementation</b> of recommendations and server configuration settings, and site remediation</p>
	<p>In the field below, provide link(s) to any web-based evidence of existing registry functionalities and/or of documents demonstrating business practices and procedures for the Programme Registry's implementation of these provisions. Alternatively, or in addition, confirm that such evidence is included as an attachment to this <i>Emissions Unit Programme Registry Attestation</i>.</p>
	<p>Security description is described in the Organization Briefing Document of ProClima, publicly disclosed in Spanish and available in English in: xxx</p>

7.7	<p>a. Will the Programme Registry, upon identifying any breach of Programme Registry data security or integrity that affects a CORSIA participant account holder or participant's designee, notify the CORSIA participant account holder or their designee?</p>	<input checked="" type="checkbox"/> YES
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	<p>b. Will the Programme Registry, upon identifying any breach of Programme Registry data security or integrity that affects a CORSIA participant account holder or participant’s designee, notify the Programme, which will inform and engage with the ICAO Secretariat on the matter in the same manner as required for material deviations from the Programme’s application form?</p>	<input checked="" type="checkbox"/> YES
<p>Describe how the Registry ensures its ability to implement each provision in rows a and b:</p>		
<p>ProClima’s principles are based on Responsibility and Quality. ProClima works continuously on all necessary arrangements to provide users a secure registry System. In case any breach of registry is identified, the Registration Platform administrator will notify ProClima’s director. The ProClima’s administrator is authorized to temporary block any account that can be under secure risk.</p> <p>The Registration Platform administrator will notify CORSIA and will keep the user informed about any action required and about the development of the incident.</p> <p>Additionally, ProClima offers a hotline to resolve doubts and concerns of the users of the registration platform.</p>		
<p>In the field below, provide link(s) to any web-based evidence of existing registry functionalities and/or of documents demonstrating business practices and procedures for the Programme Registry’s implementation of these provisions. Alternatively, or in addition, confirm that such evidence is included as an attachment to this <i>Emissions Unit Programme Registry Attestation</i>.</p>		
<p>Specific rules, procedures and best practices are described in the <i>User manual and good practices of the registration platform</i> Section 11 Inquiries on the use of the platform, available in:</p> <p>Spanish: <a href="https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf">https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf</a></p> <p>English: <a href="https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf">https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf</a></p>		

<p>7. 8</p>	<p>Does the Programme Registry ensure the irreversibility of emissions unit cancellations and the designation of the purpose of emissions units cancellations, as per the requirements contained in Annex 16, Volume IV (Part II, Chapter 4)<sup>8,9</sup>?</p>	<input checked="" type="checkbox"/> YES
<p>Describe how the Registry ensures its ability to implement these provisions:</p>		
<p>When an account holder requests for a retirement transaction, must to specify the purpose of the units (destination). Currently two destinations are available. ProClima administrator can include new destinations according to the Carbon Standards and eligibility of its units (i.e. CORSIA units).</p> <p>If a VCC (or unit) is eligible for the taxes market, it will be able to be retired only for that purpose, otherwise, the registration platform will not allow the retirement.</p> <p>Once a retirement is accepted by the administrator, nor the administrator or the user can delete the transaction.</p>		

<sup>8</sup> Sections 4.2.2 (b)

<sup>9</sup> Without prejudice to the aforementioned, such requirement would not prevent a Programme Registry from utilizing secure, time-bound and auditable methods for correcting unintentional user-entry errors.

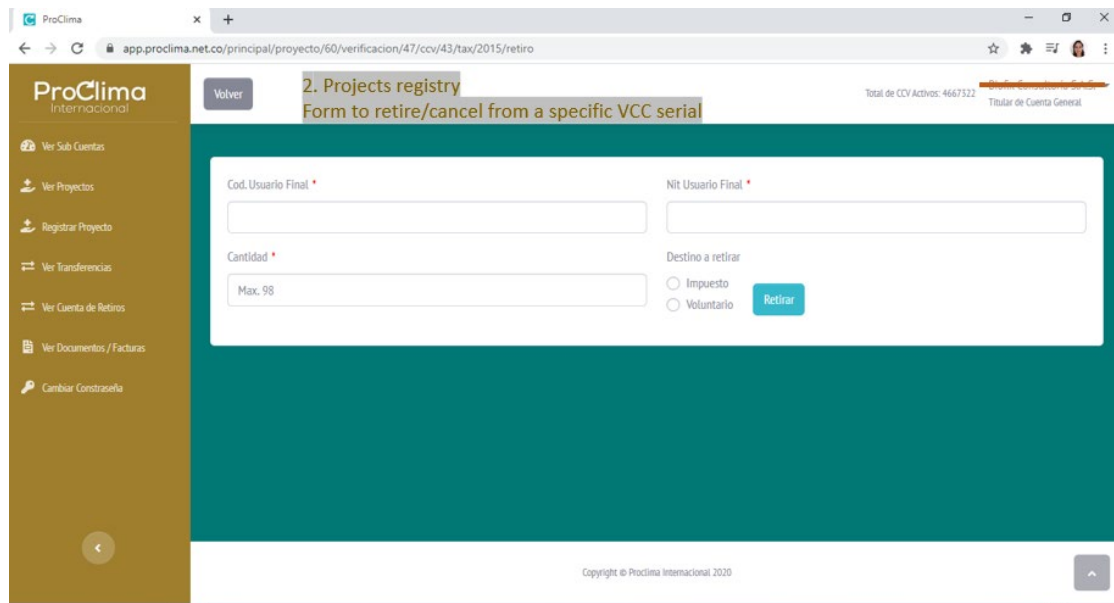
In the field below, provide link(s) to any web-based evidence of existing registry functionalities and/or of documents demonstrating business practices and procedures for the Programme Registry's implementation of these provisions. Alternatively, or in addition, confirm that such evidence is included as an attachment to this *Emissions Unit Programme Registry Attestation*.

Specific rules, procedures and best practices are described in the *User manual and good practices of the registration platform* Section 6 Transfers and retirements, available in:

Spanish: [https://proclima.net.co/wp-content/uploads/2021/02/PCR\\_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf](https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf)

English: <https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf>

The following snapshot represents the form the user must to fulfill to request a retirement, including the purpose (destination) of the units.

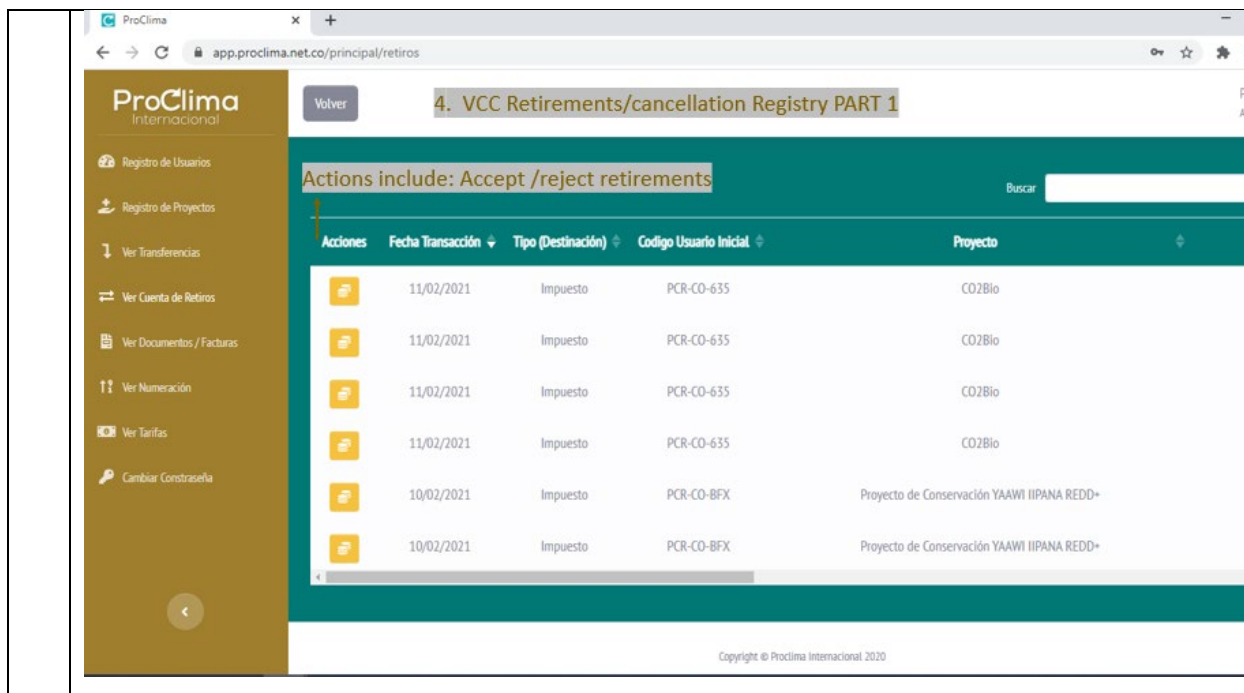


The screenshot shows a web browser window with the URL [app.proclima.net.co/principal/proyecto/60/verificacion/47/ccv/43/tax/2015/retiro](http://app.proclima.net.co/principal/proyecto/60/verificacion/47/ccv/43/tax/2015/retiro). The page title is "2. Projects registry" and the subtitle is "Form to retire/cancel from a specific VCC serial". The form contains the following fields and options:

- Cod. Usuario Final \***: Text input field.
- Nit Usuario Final \***: Text input field.
- Cantidad \***: Text input field with "Max. 98" below it.
- Destino a retirar**: Radio button options for "Impuesto" and "Voluntario".
- Retirar**: Blue button.

The page also features a sidebar with navigation links: Ver Sub Cuentas, Ver Proyectos, Registrar Proyecto, Ver Transferencias, Ver Cuenta de Retiros, Ver Documentos / Facturas, and Cambiar Contraseña. The footer includes "Copyright © Proclima Internacional 2020".

The following snapshot represents the actions the administrator can perform after approval of retirement. No deletion nor reversibility is available



	a. Does the Programme Registry ensure that all cancellation information on its website is presented in a user-friendly format?	<input checked="" type="checkbox"/> YES
	b. Does the Programme Registry ensure that all cancellation information on its website is available at no cost and with no credentials required?	<input checked="" type="checkbox"/> YES
	c. Does the Programme Registry ensure that all cancellation information on its website is capable of being searched based on data fields?	<input checked="" type="checkbox"/> YES
	d. Does the Programme Registry ensure that all cancellation information on its website can be downloaded in a machine-readable format, e.g., .xlsx?	<input checked="" type="checkbox"/> YES
	Describe how the Registry ensures its ability to implement each provision in rows a – d:	
7.9	<ul style="list-style-type: none"> <li>a. The public registry presents three (3) tables including cancellation/retirements registry. Tables are presented in a user-friendly format</li> <li>b. Access to the Public registry has no cost, and no credentials are required</li> <li>c. The tables presented in the public registry have a search, organizing and filtering system</li> <li>d. All cancellation information on its website can be downloaded in .xlsx and .pdf format, e.g., .xlsx</li> </ul>	
	In the field below, provide link(s) to any web-based evidence of existing registry functionalities and/or of documents demonstrating business practices and procedures for the Programme Registry's implementation of these provisions. Alternatively, or in addition, confirm that such evidence is included as an attachment to this <i>Emissions Unit Programme Registry Attestation</i> .	
	Public registry is available on <a href="http://www.proclima.net.co">www.proclima.net.co</a> according to the illustrations presented as an attachment to this <i>Emissions Unit Programme Registry Attestation</i> .	

	<p>User manual and good practices of the registration platform</p> <p>Section 8</p> <p>Spanish: <a href="https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf">https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf</a></p> <p>English: <a href="https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf">https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf</a></p> <p>Organizational Briefing document:</p> <p>Section 13.2 Public Registry</p> <p>Spanish (publicly disclosed): <a href="https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf">https://proclima.net.co/wp-content/uploads/2021/02/PCR-Esquema-Organizacional.pdf</a></p> <p>English: <a href="https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf">https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Organizational-Briefing.pdf</a></p>
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<b>7.10</b>	a. Will the Programme Registry retain documents and data relevant to CORSIA Eligible Emissions Units and cancellations on an ongoing basis and for at least three years beyond the end date of the latest compliance period in which the emissions unit programme is determined to be eligible?	☑ YES
	b. Will the Programme Registry retain documents and data relevant to CORSIA Eligible Emissions Units and cancellations consistent with the Programme’s long-term planning, including plans for possible dissolution?	☑ YES
	Describe how the Registry ensures its ability to implement each provision in rows a and b:	
	<p>a. All issued documentation will be available to the user in the registration platform, including GHG Statements, Retirements statements, Services order, invoices, and contract, without time and space limitations.</p> <p>b. All issued documentation will be available to the user in the registration platform, including GHG Statements, Retirements statements, Services order, invoices, and contract, without time and space limitations. If a dissolution is expected, the account will be blocked but all relevant information and data will be saved in the ProClima’s server.</p>	
	<p>In the field below, provide link(s) to any web-based evidence of existing registry functionalities and/or of documents demonstrating business practices and procedures for the Programme Registry’s implementation of these provisions. Alternatively, or in addition, confirm that such evidence is included as an attachment to this <i>Emissions Unit Programme Registry Attestation</i>.</p> <p>The service order, contract, and terms and conditions of the registration platform will include provisions to retain documents and data relevant to CORSIA Eligible Emissions Units and cancellations over time.</p> <p>User manual and good practices of the registration platform</p> <p>Section 7 Documents View</p> <p>Spanish: <a href="https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf">https://proclima.net.co/wp-content/uploads/2021/02/PCR_Manual-de-uso-y-buenas-prácticas-de-la-plataforma-V1.0.pdf</a></p> <p>English: <a href="https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf">https://proclima.net.co/wp-content/uploads/2021/02/ProClima-Manual-of-Use-and-Good-Practices-of-the-Registration-Platform.pdf</a></p>	

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