

SOCIALCARBON Joint Validation & Verification report template

Instructions for Completing the Joint Validation & Verification Report:

The green text represents guidance for the social and environmental components of the verification report. This guidance relates back to the rules and requirements set out in the *SOCIALCARBON Standard*.

All instructions, including this introductory text, should be deleted from the final document.

This template must be completed paying attention to the rules and requirements set out in the SOCIALCARBON v5.0 program documents, and the methodology applied by the project, in order to complete the template.

All sections must be completed using Arial 10.5 point, black, regular (non-italic) font. Where a section is not applicable, same must be stated under the section (the section must not be deleted from the final document). Submit the verification report as a non-editable PDF.

All instructions, including this introductory text, should be deleted from the final document.



Joint validation & verification report title

Logo (optional)

Document Prepared by (individual or entity)

Contact Information (optional)

|  |  |
| --- | --- |
| Project Title | *Name of project* |
| Version | *Version number of this validation report* |
| Report ID | *Identification number of this document* |

|  |  |
| --- | --- |
| Report Title  | *Title of this validation report* |
| Client | *Client for whom the report was prepared* |
| Pages | *Number of pages of this report* |
| Date of Issue | *DD-Month-YYYY report issued* |
| Prepared By | *Validation/verification body that prepared this report* |
| Contact  | *Physical address, telephone, email, website* |
| Approved By | *Individual at the validation/verification body who approved this validation report* |
| Work Carried Out By | *Individuals who conducted this validation*  |

|  |
| --- |
| Summary: |
| *Provide a brief summary of the following:** *A brief description of the validation and verification and the project*
* *The purpose and scope of validation and verification*
* *The monitoring period*
* *The method and criteria used for validation and verification*
* *The number of findings raised during validation and verification*
* *Any uncertainties associated with the validation and verification*
* *Summary of the validation and verification conclusion*
 |

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# Introduction

## Objective

*Explain the purpose of the verification.*

## Scope and criteria

*Provide the name and version of the SOCIALCARBON indicators used.*

## Level of assurance

*Indicate the level of assurance of the verification.*

## Summary description of the project

*Include information about the social and environmental components of the project.*

# Validation findings

### Title and Reference

*Identify the name and version of the approved and/or adapted SOCIALCARBON indicators applied to the project.*

### Applicability

*For each SOCIALCARBON indicator, describe the steps taken to assess its applicability to the project. Where indicators were adapted for the project, describe the steps taken to assess whether the adaption is appropriate. Provide a conclusion regarding the applicability of the indicators.*

### Social, Economic and Environmental Impacts

*Identify the project activities and expected social and environmental impacts and effects. Describe the steps taken to validate it. Provide an overall conclusion regarding whether the impacts and effects are justified for the project.*

### Monitoring Plan

*Include a conclusion regarding the methods for collecting information for the SOCIALCARBON indicators.*

# SOCIALCARBON Indicators at Point Zero

### Social Resource

*Complete the table below for each indicator assessed. Copy the table as necessary.*

|  |  |
| --- | --- |
| **Indicator** | *Name of indicator* |
| **Situation** | *Describe the current situation as it is stated in the project description* |
| *Description of Scenario 1* | *Description of Scenario 2*  | *Description of Scenario 3*  | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| **Score** | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above).* |
| **Justification** | *Describe the steps taken to validate the current situation and score of this indicator. Provide an overall conclusion regarding the score* |
| **Evidence** | *List the evidence reviewed to assess the score* |

### Human Resource

*Complete the table below for each indicator assessed. Copy the table as necessary.*

|  |  |
| --- | --- |
| **Indicator** | 1. *Name of indicator*
 |
| **Situation** | 1. *Describe the current situation as it is stated in the project description*
 |
| *Description of Scenario 1* | *Description of Scenario 2*  | *Description of Scenario 3*  | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| **Score** | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above)* |
| **Justification** | *Describe the steps taken to validate the current situation and score of this indicator. Provide an overall conclusion regarding the score* |
| **Evidence** | *List the evidence reviewed to assess the score* |

### FinancialResource

*Complete the table below for each indicator assessed. Copy the table as necessary.*

|  |  |
| --- | --- |
| **Indicator** | 1. *Name of indicator*
 |
| **Situation** | 1. *Describe the current situation as it is stated in the project description*
 |
| *Description of Scenario 1* | *Description of Scenario 2*  | *Description of Scenario 3*  | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| **Score** | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above)* |
| **Justification** | *Describe the steps taken to validate the current situation and score of this indicator. Provide an overall conclusion regarding the score* |
| **Evidence** | *List the evidence reviewed to assess the score* |

### Natural Resource

*Complete the table below for each indicator assessed. Copy the table as necessary.*

|  |  |
| --- | --- |
| **Indicator** | *Name of indicator* |
| **Situation** | *Describe the current situation as it is stated in the project description* |
| *Description of Scenario 1* | *Description of Scenario 2*  | *Description of Scenario 3*  | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| **Score** | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above)* |
| **Justification** | *Describe the steps taken to validate the current situation and score of this indicator. Provide an overall conclusion regarding the score* |
| **Evidence** | *List the evidence reviewed to assess the score* |

### Biodiversity/Technology Resource

*Complete the table below for each indicator assessed. Copy the table as necessary.*

|  |  |
| --- | --- |
| **Indicator** | *Name of indicator* |
| **Situation** | *Describe the current situation as it is stated in the project description* |
| *Description of Scenario 1* | Description of Scenario 2  | *Description of Scenario 3*  | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| **Score** | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above)* |
| **Justification** | *Describe the steps taken to validate the current situation and score of this indicator. Provide an overall conclusion regarding the score* |
| **Evidence** | *List the evidence reviewed to assess the score* |

### Carbon Resource

*Complete the table below for each indicator assessed. Copy the table as necessary.*

|  |  |
| --- | --- |
| **Indicator** | *Name of indicator* |
| **Situation** | *Describe the current situation as it is stated in the project description* |
| *Description of Scenario 1* | *Description of Scenario 2*  | *Description of Scenario 3*  | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| **Score** | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above)* |
| **Justification** | *Describe the steps taken to validate the current situation and score of this indicator. Provide an overall conclusion regarding the score* |
| **Evidence** | *List the evidence reviewed to assess the score* |

### Performance at Point Zero

*Complete the table below to summarize the general performance of the project for each resource at point zero. Following the example given, determine the percentage of indicators with critical (scores 1 through 2), satisfactory (3 through 4) or sustainable (5 through 6) scores, calculate the average score and list the corresponding performance.*

*Describe the steps taken to validate the performance of each resource.*

### Performance Hexagon

*Include the performance hexagon, showing the average score obtained for each resource at point zero.*

# Validation Conclusion

*Clearly state whether the project complies with the SOCIALCARBON Standard, and include any qualifications or limitations.*

# Verification process

## Document review

*Describe how the validation was performed as an audit where the project description and any supporting documents were reviewed, cross-checked and compared with identified and stated requirements.*

*Include the name and provide a description of documentary evidence used to assess the SOCIALCARBON indicator scores.*

## Interviews

*Include summary information on the stakeholders who were interviewed and/or responded to questionnaires to assess the SOCIALCARBON indicator scores. Where community and stakeholder meetings are held to gather information on indicators, attendance lists may be provided in an appendix to this report.*

## Site inspections

Describe the methods and objectives for any on-site inspections performed. Include in the description details of all project activity locations visited, the physical and organisational aspects of the project inspected and the dates when such site inspections took place. Where possible, provide photos of the site inspections in an appendix to this report.

## Resolution of findings

Describe the process for the resolution of any findings (corrective actions and clarifications or other findings) raised by the verification team during the verification and, where applicable, outstanding forward action requests from the validation or previous verifications.

State the total number of corrective action requests, clarification requests and forward action requests and other findings raised during the verification.

Provide a summary of each finding, including the issues raised, the response(s) provided by the project proponent, and the final conclusions and any resulting changes to project documents. *Unless this fits on one page, put all findings in an appendix*.

### Forward Action Requests

*Provide details of any forward action requests raised during the verification, for the benefit of subsequent project audits.*

# Verification Findings

*The implementation status of the SOCIALCARBON prospects indicated in a prior monitoring report (if applicable), including the justification for any delays or deviations.*

## SOCIALCARBON Results

### Social Resource

Complete the table below for each indicator verified. Copy the table as necessary.

|  |  |
| --- | --- |
| Indicator | *Name of indicator* |
| Situation | *Describe the current situation as it is stated in the monitoring report* |
| *Description of Scenario 1* | *Description of Scenario 2* | *Description of Scenario 3* | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| Score | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above).* |
| Justification | *Describe the steps taken to assess the current situation and score of this indicator. Provide an overall conclusion regarding the score.* |
| Evidence | *List the evidence reviewed to assess the situation, scenario and score.* |

### Human Resource

Complete the table below for each indicator verified. Copy the table as necessary.

|  |  |
| --- | --- |
| Indicator | *Name of indicator* |
| Situation | *Describe the current situation as it is stated in the monitoring report* |
| *Description of Scenario 1* | *Description of Scenario 2* | *Description of Scenario 3* | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| Score | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above).* |
| Justification | *Describe the steps taken to assess the current situation and score of this indicator. Provide an overall conclusion regarding the score.* |
| Evidence | *List the evidence reviewed to assess the situation, scenario and score.* |

### Financial Resource

Complete the table below for each indicator verified. Copy the table as necessary.

|  |  |
| --- | --- |
| Indicator | *Name of indicator* |
| Situation | *Describe the current situation as it is stated in the monitoring report* |
| *Description of Scenario 1* | *Description of Scenario 2* | *Description of Scenario 3* | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| Score | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above).* |
| Justification | *Describe the steps taken to assess the current situation and score of this indicator. Provide an overall conclusion regarding the score.* |
| Evidence | *List the evidence reviewed to assess the situation, scenario and score.* |

### Natural Resource

Complete the table below for each indicator verified. Copy the table as necessary.

|  |  |
| --- | --- |
| Indicator | *Name of indicator* |
| Situation | *Describe the current situation as it is stated in the monitoring report* |
| *Description of Scenario 1* | *Description of Scenario 2* | *Description of Scenario 3* | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| Score | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above).* |
| Justification | *Describe the steps taken to assess the current situation and score of this indicator. Provide an overall conclusion regarding the score.* |
| Evidence | *List the evidence reviewed to assess the situation, scenario and score.* |

### Biodiversity/Technology Resource

Complete the table below for each indicator verified. Copy the table as necessary.

|  |  |
| --- | --- |
| Indicator | *Name of indicator* |
| Situation | *Describe the current situation as it is stated in the monitoring report* |
| *Description of Scenario 1* | *Description of Scenario 2* | *Description of Scenario 3* | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| Score | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above).* |
| Justification | *Describe the steps taken to assess the current situation and score of this indicator. Provide an overall conclusion regarding the score.* |
| Evidence | *List the evidence reviewed to assess the situation, scenario and score.* |

### Carbon Resource

Complete the table below for each indicator verified. Copy the table as necessary.

|  |  |
| --- | --- |
| Indicator | *Name of indicator* |
| Situation | *Describe the current situation as it is stated in the monitoring report* |
| *Description of Scenario 1* | *Description of Scenario 2* | *Description of Scenario 3* | *Description of Scenario 4* | *Description of Scenario 5* | *Description of Scenario 6* |
| Score | *Provide the score obtained (1 to 6) and highlight the corresponding scenario above (as per the example above).* |
| Justification | *Describe the steps taken to assess the current situation and score of this indicator. Provide an overall conclusion regarding the score.* |
| Evidence | *List the evidence reviewed to assess the situation, scenario and score.* |

# Analysis of SOCIALCARBON Results

## Current performance

Complete the table below to summarize the general performance of the project for each resource. Following the example given, provide the percentage of indicators with critical (scores 1 through 2), satisfactory (3 through 4) or sustainable (5 through 6) scores. Provide the average score and list the corresponding performance.

Describe the steps taken to assess the overall results, including an assessment of the project’s main strengths and weaknesses. Provide an overall conclusion regarding the performance.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Resource | Critical | Satisfactory | Sustainable | Average Score | Performance |
| Social | 31% | 33% | 36% | 3.33 | Satisfactory |
| Human |  |  |  |  |  |
| Financial |  |  |  |  |  |
| Natural |  |  |  |  |  |
| Biodiversity/Tech |  |  |  |  |  |
| Carbon |  |  |  |  |  |

## Historical performance

For each of the six resources, provide the score starting with point zero and provide the explanation for how each resource has improved or downgraded starting with point one, as stated in the monitoring report.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Social | Point Zero | Point One | Point Two | Point Three |
|  | *Score* | *Score* | *Score* | *Score* |
| Historic Analysis: |
| Human | Point Zero | Point One | Point Two | Point Three |
|  | *Score* | *Score* | *Score* | *Score* |
| Historic Analysis: |
| Financial | Point Zero | Point One | Point Two | Point Three |
|  | *Score* | *Score* | *Score* | *Score* |
| Historic Analysis: |
| Natural | Point Zero | Point One | Point Two | Point Three |
|  | *Score* | *Score* | *Score* | *Score* |
| Historic Analysis: |
| Biodiversity | Point Zero | Point One | Point Two | Point Three |
|  | *Score* | *Score* | *Score* | *Score* |
| Historic Analysis: |
| Carbon | Point Zero | Point One | Point Two | Point Three |
|  | *Score* | *Score* | *Score* | *Score* |
| Historic Analysis: |

## Performance hexagon

Include the performance hexagon, showing the average score obtained for each resource. Include each of the year points in the graphic.

# Verification Conclusion

Clearly state whether the project complies with the verification criteria for projects set out in the SOCIALCARBON Standard, including any qualifications or limitations.

# Appendix X: <title of appendix>

Use appendices for supporting information. Delete this appendix (title and instructions) where no appendix is required.