****

SOCIALCARBON verification report template**.**

This template is for the verification of projects under the SOCIALCARBON Standard

### Instructions for Completing the Verification Report

TITLE PAGE: Complete all items in the box on the title page using Arial 11 point, black, regular (non-italic) font. This box must appear on the title page of the final document. Project descriptions may also feature the project title and preparers’ name, logo and contact information more prominently on the title page, using the format below (Arial 24 point and Arial 11 point, black, regular font).

VERIFICATION REPORT: Instructions for completing the verification report template are under the section headings in this template. The blue text represents all the instructions that must be followed, as set out in the SOCIALCARBON Standard. These instructions relate back to the rules and requirements set out in the SOCIALCARBON Standard and the accompanying Standard documents.This template must be completed paying attention to the rules and requirements set out by the SOCIALCARBON Standard, and the validation/verification body will need to refer to the relevant SOCIALCARBON Standard documents, and the methodology applied by the project, in order to complete the template. It is also expected that relevant guidance, such as that set out in the SOCIALCARBON Validation and Verification Manual, is followed. Note that the instructions in this template are intended to serve as a guide and do not necessarily represent an exhaustive list of the information the validation/verification body should provide under each section of the template.

Note: The instructions in this template are to serve as a guide and do not necessarily represent an exhaustive list of the information the preparer must provide under each section of the template.

Unless applying a merited deviation, please complete all sections using Arial Book 10.5 point, black, regular (non-italic) font. Where a section is not applicable, explain why the section is not applicable (i.e., do not delete the section from the final document and do not only write “not applicable”). Submit the project description as a non-editable PDF.

Delete all instructions, including this introductory text, from the final document.

****

VERIFICATION REPORT TITLE

Logo (optional)

Document Prepared by (individual or entity)

Contact Information (optional)

|  |  |
| --- | --- |
| Project Title | Name of project |
| Version | Version number of this verification report |
|  |  |
| Report Title | Title of this verification report |
| Client | Individual or entity that prepared this document |
| Pages | Physical address, telephone, email, website |
| Date of Issue | DD-Month-YYYY report issued |
| Prepared By | Verification body that prepared this report |
| Contact | Physical address, telephone, email, website |
| Approved by | Individual at the verification body that approved this report |
| Work carried out by | Individuals who conducted this verification |

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

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# Introduction

## 1.1 Objective

*Explain the purpose of the verification*

## 1.2 Scope and Criteria

*Describe the scope and criteria of the verification.*

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

## 1.3 Level of Assurance

Indicate the level of assurance of the verification.

## 1.4 Summary Description of the Project

*Provide a summary description of the project (no more than one page).*

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

# Verification Process

Use this section to describe the verification process. Where validation activities have also been performed as part of the verification (e.g., validation of a project description deviation or inclusion of new project activity instances into a grouped project), also include details relevant to the validation process.

## 2.1 Method and Criteria

Describe the method and criteria, including the sampling plan, used for undertaking the verification.

## 2.2 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.

## 2.3 Interviews

Describe the interview process and identify personnel, including their roles, who were interviewed and/or provided information additional to that provided in the project description, monitoring report and any supporting documents.

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.

## 2.4 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.

## 2.5 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.**

### 2.5.1 Forward Action Requests

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

## 2.6 Eligibility for Verification Activities

Where the validation/verification body has undertaken validation activities as part of the verification and does not hold accreditation for validation for the relevant sectoral scope, provide evidence that the eligibility requirements set out in the SOCIALCARBON Standard Guide are met. Include the name and reference numbers of five registered projects the validation/verification body has validated under the SOCIALCARBON Standard or an approved GHG program.

# Validation Findings

*Use this section to provide details of all verification activities that took place during the validation, such as gap validation, validation of methodology deviations and project description deviations, and the inclusion of new project activity instances into grouped projects.*

## 3.1 Participation under Other GHG Programs

*For projects seeking registration under the SOCIALCARBON Standard and an approved GHG program (e.g., CDM) provide a gap validation, including the following:*

* *The name of the approved GHG program, and registration number and details of the project.*
* *A description of the steps taken to assess whether the project is eligible to participate under the SOCIALCARBON Standard.*
* *A conclusion with respect to each of the relevant sections of the (additional/gap) project description provided by the project proponent.*

*Provide an overall conclusion regarding whether the project is eligible to participate under the SOCIALCARBON Standard.*

## 3.2 Methodology Deviations

*Identify any methodology deviations applied to the project and describe the steps taken to validate each deviation. Include information with respect to how the following has been assessed:*

* *Whether the deviation meets with the criteria and specifications for permitted methodology deviations.*
* *Whether the deviation does not negatively impact the conservativeness of the quantification of GHG emission reductions or removals (except where they result in increased accuracy).*

*Provide an overall conclusion regarding whether any methodology deviations applied to the project are valid.*

## 3.3 Project Description Deviations

*Identify any project description deviations applied to the project and describe the steps taken to validate each deviation. Assess whether the proposed deviation impacts any of the following, documenting the assessment of each separately:*

* *The applicability of the methodology.*
* *Additionality.*
* *The appropriateness of the baseline scenario.*

*Provide an assessment of whether the deviation is appropriately described and justified, and whether the project remains in compliance with the SOCIALCARBON rules.*

*Provide an overall conclusion regarding whether the project deviation is valid.*

## 3.4 Grouped Projects

*Describe the steps taken to validate the inclusion of new project activity instances into the (grouped) project, including the following:*

* *Sampling process for validation of new project activity instances.*
* *The number of new project activity instances added to the project in this verification period.*
* *Quality and completeness of evidence, data and documentation relating to the new project activity instances.*
* *Conformance of the new project activity instances with the eligibility criteria set out in the project description.*

*Provide an overall conclusion regarding whether the inclusion of the new project activity instances is valid.*

# Verification Findings

## 4.1 Project Implementation Status

*Identify the implementation status of the project activity(s)and describe the steps taken to assess the following:*

* *The existence of any material discrepancies between project implementation and the project description.*
* *The implementation status of the monitoring plan and the completeness of monitoring, including the suitability of the implemented monitoring system (i.e., process and schedule for obtaining, recording, compiling and analyzing the monitored data and parameters).*
* *The existence of any material discrepancies between the actual monitoring system, and the monitoring plan* *set out in the project description and the applied methodology.*
* *Whether the project has participated or been rejected under any other GHG programs since validation or previous verification.*
* *Whether the project has received or sought any other form of environmental credit, or has become eligible to do so since validation or previous verification.*
* *Whether the GHG emission reductions or removals generated by the project have become included in an emissions trading program or any other mechanism that includes GHG allowance trading.*
* *Sustainable development contributions*
* *For AFOLU projects, the implementation status of project activities that lead to the intended GHG benefit that commenced prior to the monitoring period.*
* *The implementation status of the SOCIALCARBON prospects indicated in a prior monitoring report (if applicable), including the justification for any delays or deviations.*

*List any previously validated methodology deviations (each verification report must contain an exhaustive list of all methodology deviations applied to the project).*

*Provide an overall conclusion regarding whether the project has been implemented as described in the project description.*

## 4.2 Safeguards

### 4.2.1 Local Stakeholder Consultation

*Summarize any stakeholder input received during ongoing communication with local stakeholders. Assess whether the project proponent has taken due account of all and any input, and provide an overall conclusion regarding local stakeholder input.*

*Include the project proponent’s response to all input, describe any resultant changes to the project design and provide an explanation of how the project proponent’s responses are appropriate*

For AFOLU projects, identify, discuss and justify a conclusion as to whether the project continues to communicate the necessary relevant information about the project implementation, risks, costs and benefits, relevant laws and regulations and the process of SOCIALCARBON Standard verification during the monitoring period.

### 4.2.2 SOCIALCARBON Safeguards

Complete the following table evidencing the monitoring and compliance of the project with the safeguards identified as relevant in the validated Project Description. Add rows where necessary.

|  |  |  |  |
| --- | --- | --- | --- |
| **Assessment Area** | **Requirement** | **Is this being mitigated?** | **Evidence** |
| E.g. 1. Human Rights | E.g. The Project Developer and the Project shall respect internationally proclaimed human rights and shall not be complicit in violence or human rights abuses of any kind as defined in the Universal Declaration of Human Rights | Yes / No |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## 4.3 Accuracy of GHG Emission Reduction and Removal Calculations

Identify the data and parameters used to calculate the GHG emission reductions and removals, and describe *the steps taken to assess the following for each of them:*

* The accuracy of GHG emission reductions and removals, including accuracy of spreadsheet formulae, conversions and aggregations, and consistent use of the data and parameters.
* *Whether the methods and formulae set out in the project description for calculating baseline emissions, project emissions and leakage have been followed.*
* *The appropriateness of any default values used in the monitoring report.*

Describe the steps taken to assess whether manual transposition errors between data sets have occurred.

*Provide an overall conclusion regarding whether GHG emission reductions and removals have been quantified correctly in accordance with the project description and applied methodology.*

## 4.4 Quality of Evidence to Determine GHG Emission Reductions and Removals

*Identify the evidence used to determine the GHG emission reductions and removals and describe the steps taken to assess the sufficiency of quantity, and appropriateness of quality, of the evidence. Include details of any cross-checks performed on the reported data and how the following were assessed:*

* *The reliability of the evidence, and the source and nature of the evidence (external or internal, oral or documented) for the determination of GHG emission reductions or removals.*
* The information flow from data generation and aggregation, to recording, calculation and final transposition into the monitoring report.
* Where the project description does not specify calibration frequency of monitoring equipment, the appropriateness of implemented calibration frequency.

*Provide an overall concluding statement with respect to the s*ufficiency of quantity, and appropriateness of quality, of the evidence used to determine the GHG reductions and removals.

## 4.5 Non-Permanence Risk Analysis

*Where relevant, describe the steps taken to assess the non-permanence risk rating determined by the project proponent. For each risk factor, provide the following:*

* *An assessment of all rationale, assumptions and justification used to support the risk score.*
* *An assessment of the quality of documentation and data provided to support the risk score.*
* *A conclusion regarding the appropriateness of the risk rating.*

*Provide a conclusion regarding the determined value of the overall risk rating.*

## 4.6 Broader Sustainability Results

### 4.6.1 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. | | | | |
| SDG Contributions | List the SDG contributions tracked by this indicator | | | | |
| Evidence | List the evidence reviewed to assess the SDG Contributions | | | | |

### 4.6.2 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. | | | | |
| SDG Contributions | List the SDG contributions tracked by this indicator | | | | |
| Evidence | List the evidence reviewed to assess the SDG Contributions | | | | |

### 4.6.3 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. | | | | |
| SDG Contributions | List the SDG contributions tracked by this indicator | | | | |
| Evidence | List the evidence reviewed to assess the SDG Contributions | | | | |

### 4.6.4 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. | | | | |
| SDG Contributions | List the SDG contributions tracked by this indicator | | | | |
| Evidence | List the evidence reviewed to assess the SDG Contributions | | | | |

### 4.6.5 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. | | | | |
| SDG Contributions | List the SDG contributions tracked by this indicator | | | | |
| Evidence | List the evidence reviewed to assess the SDG Contributions | | | | |

### 4.6.6 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. | | | | |
| SDG Contributions | List the SDG contributions tracked by this indicator | | | | |
| Evidence | List the evidence reviewed to assess the SDG Contributions | | | | |

# Analysis of Broader Sustainability Results

## 5.1 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 |  |  |  |  |  |

## 5.2 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: | | | | |

## 5.3 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 and their GHG emission reductions or removals set out in SOCIALCARBON Version 6, including any qualifications or limitations. Confirm that the project has been implemented in accordance with the project description and subsequently validated variations.

Where the audit has included validation activities, clearly state whether the project complies with the validation criteria for projects set out in SOCIALCARBON Version 6, including any qualifications or limitations.

Provide a conclusion on the quantity of GHG emission reductions or removals in tCO2 equivalents achieved by the project during the verification period. Include a confirmation and a breakdown of GHG emission reductions or removals by vintages within the verification period, where relevant.

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

Verification period: From [day-month-year] to [day-month-year].

Verified GHG emission reductions and removals in the above verification period:

For non-AFOLU projects, use the following table:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Year | Baseline emissions or removals (tCO2e) | Project emissions or removals (tCO2e) | Leakage emissions (tCO2e) | Net GHG emission reductions or removals (tCO2e) |
| Year A |  |  |  |  |
| Year… |  |  |  |  |
| Total |  |  |  |  |

For AFOLU projects, use the following table:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Year | Baseline emissions or removals (tCO2e) | Project emissions or removals (tCO2e) | Leakage emissions (tCO2e) | Net GHG emission reductions or removals (tCO2e) | Buffer allocation  (tCO2e) | SCUs eligible for issuance |
| Year A |  |  |  |  |  |  |
| Year… |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |

# Appendix X: <title of appendix>

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