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**Verification Report**

|  |  |
| --- | --- |
| **Project name** |  |
| **Project location and area** |  |
| **Client** |  |
| **Project ID** |  |
| **Verification number** |  |
| **Biodiversity protocol version** |  |
| **Methodology** |  |
| **Project duration** |  |
| **Verified area** |  |
| **Period of verification** |  |
| **Main eligible activity** |  |
| **Date of preparation of the verification report** |  |
| **Document prepared by** |  |
| **Contact information** |  |
| **Approved by** |  |
| **Work performed by** |  |

The IEP may add rows it considers important in this section.

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Instructions for completing this document

When completing this document, please delete this instruction.

The content presented here is mandatory, but the IEP may add fields if considered necessary. If for any reason a section or sub-section does not apply, do not delete it but indicate that it does not apply.

Once you have added all the necessary content, regenerate the table of contents of this document (right click somewhere in the table of contents, in the pop-up menu select “Update fields” and finally choose “Update entire table”).

The **Verification Report** must be delivered in Acrobat (.pdf) format. In Microsoft Word, when generating the document in this format (*Save as*, pdf format), **activate** the option “Create bookmarks using: Headings”.

**Doing so will facilitate the work and reduce the IEP's and certifier's management time**.

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Acronyms and abbreviations

Insert in alphabetical order acronyms and abbreviations used in the report.

|  |  |
| --- | --- |
| **BCP** | Biodiversity Crediting Project |
| **CBCP** | Cercarbono Biodiversity Certification Programme |
| **IEP** | Independent Experts Panel |
| **PMP** | Project Management Plan |

Scope, limits, and schedule of the verification

Explain the scope of the verification process, how it is carried out and the spatial and temporal limits covered.

Level of assurance and materiality

State the degree of confidence or certainty in the accuracy and reliability of the information and data associated with the project. It involves assessing the robustness of the methods used to collect, measure, and verify biodiversity-related information:

**Reasonable Assurance**: This level of assurance implies a high degree of confidence in the accuracy and reliability of the information. Rigorous methods of data collection and verification are employed.

**Limited Assurance**: Limited assurance suggests a moderate level of confidence. While efforts are made to verify the data, the information may have limitations or uncertainties.

**Basic Assurance**: Basic assurance indicates a lower level of confidence. The data may be collected and reported, but the level of scrutiny and verification is minimal. This level of assurance implies that the project cannot be validated.

Project general information

Project holder and other institutional participants' information

**Project holder information**

|  |  |
| --- | --- |
| Full name(s) |  |
| Name of institution (if applicable) |  |
| Roles or responsibilities |  |
| Identification |  |
| Location |  |
| Telephone number(s) |  |
| E-mail address |  |

**Information from other project institutional participants**

|  |  |
| --- | --- |
| Full name(s) |  |
| Name of institution (if applicable) |  |
| Roles or responsibilities |  |
| Identification |  |
| Location |  |
| Telephone number(s) |  |
| E-mail address |  |

Project location, spatial and temporary limits of the project

Indicate the location, geographical and temporal limits of the CCMP, bearing in mind whether implementation instances have been added.

Reported monitoring period

Indicate what the monitoring reporting period is and whether it is in accordance with the monitoring plan and the calculation of biodiversity credits.

Holdership or right of use of the area or facility

Verify whether the ownership or property rights over the area(s) or process where the project is implemented are still valid.

Verification procedures

IEP verification team

Describe the personnel in charge of the verification process.

|  |  |  |
| --- | --- | --- |
| Full names | Role(s) or responsibility(s) | Type(s) of activity(ies) carried out\* |
|  |  |  |
|  |  |  |

\* Specify who oversees the information review; on-site, remote, or mixed visit; technical review or preparation of this report.

Assessment criteria

State the criteria under which the project is verified, including, but not limited to:

1. Protocol: indicate the version of the Cercarbono's Biodiversity Certification Programme Protocol under which the project is developed.
2. Methodology: indicate the methodology selected by the project.
3. Legal framework: indicate if the project follows applicable laws, decrees, resolutions, or other regulatory frameworks.
4. Other relevant.

It is important to detail in the standards or legal documents, their date of publication and version (if applicable). In both cases they must be valid.

Evidence collection

Describe the design of the activity plan for the collection of evidence for each activity related to the verification of the project on which your conclusion is based.

IEP requests for the project

If made, describe any requests made to the client for clarification, misstatements or non-conformities, intentional errors or non-compliance with laws or regulations, as well as details of any requests for further action.

Resolution of findings

If made, describe whether the requests made to the client were satisfactorily dealt with.

Verification results

Compliance with applicable policies and laws

Explain whether the project complies with the laws, statutes and regulatory frameworks under which it operates (local, regional and national).

Implementation of validation conditions

Check in the monitoring report whether the project has implemented what was stated in the validated PMP.

Assessment of monitored parameters

Review and indicate the monitored data or parameters. Review the developed monitoring, especially the following elements:

* The list of parameters measured or monitored.
* The types of data and information, including units of measurement.
* The origin of the data.
* The monitoring methods (including estimation, modelling, measurement, calculation, and uncertainty approaches).
* Monitoring roles and responsibilities, including procedures for authorisation, approval, and documentation of changes to recorded data.
* Controls including internal checking of input, transformation and output data, and procedures for corrective actions.

Provide an overall conclusion on the conduct of monitoring in relation to the requirements of the selected methodology and the Cercarbono's Biodiversity Certification Programme Protocol.

Quantitative assessment of achieved gains – biodiversity credit calculation

Review whether the reported ecological benefits are correctly quantified through the selected methodology and whether the calculation of biodiversity credits has followed the proposed standard formula and accurately reflects the positive impact on biodiversity.

Biodiversity credits categorization

Indicate the categorisation of biodiversity credits.

Stakeholder consultation

If applicable, assess whether the project has complied with the stakeholder consultation document and identify whether there have been any changes in the project in areas that modify what was agreed between the project and the stakeholders.

Safeguards

Review evidence and verify whether the project complied with the established requirements in the Safeguarding Principles and Procedures of Cercarbono's Certification Programme document.

Contributions to the UN's Sustainable Development Goals

Check whether during the monitoring period the project effectively contributed to the UN's Sustainable Development Goals and describe the supporting evidence.

Management of risk

Review whether the project has implemented risk minimisation strategies and followed up on them.

Grouped projects

If the project is grouped, check whether it added new areas during the monitoring period; if so, describe the areas of the new participants.

Deviations of the project implementation from the methodology or the PMP

Indicate whether any deviations from the selected methodology or the PMP have been identified that modify the expected results and whether the project has justified these deviations.

Conclusion of the verification

Resolution of findings

Describe the process for the resolution of findings (corrective actions, clarifications, future actions, or other findings) raised by the IEP during verification.

Indicate the total number of corrective action requests, clarifications and future actions, and other findings raised during the verification.

Provide a summary of each finding, including the issue raised, the responses provided by the client and the conclusion, and any resulting changes to the project documents. If this item becomes too long, the information can be entered and appended in a complementary way.

Verification opinion

Write the verification opinion based on the evidence gathered during the process. If the opinion is favourable, in addition to the report, generate a duly signed statement with the most relevant data of the verification process.

Facts discovered after verification

The verifier shall obtain sufficient appropriate evidence and identify relevant information up to the date of its verification opinion. If the verifier discovers facts or new information that could materially affect the verification opinion after the date on which the verification opinion was given, the verifier shall take appropriate action, including communicating the matter as soon as possible to the holder of the project and biodiversity programme.

References

List all references used in the development of the verification report.

Document history (Verification Report)

|  |  |  |
| --- | --- | --- |
| **Version** | **Date** | **Comments or editions** |
| 1.0 | Day.month.year | Initial version. |
|  |  |  |

Template history

|  |  |  |
| --- | --- | --- |
| **Version** | **Date** | **Comments or changes** |
| 1.0 | 14.01.2025 | Initial version. |