



Documentary and contractual procedures

Applies to: Owners / Developers



Project migration

Section 8 of the Cercarbono Procedures Document describes the process and requirements for project migration.



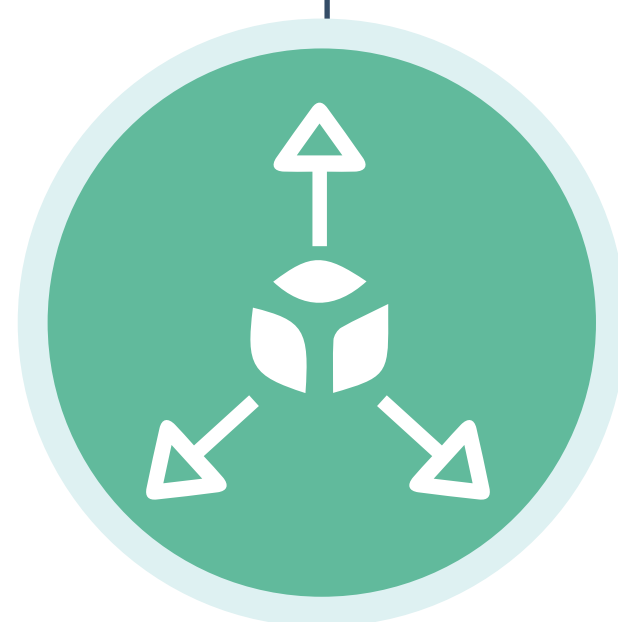
1. Preliminary evaluation

Verify that the project activity is included in the sectoral scopes established by Cercarbono and that the methodology is among those approved by the standard.

Check that the projects meet the requirements of the verification events established in the Cercarbono protocol..

2. Deregistration of the programme from which it originates

The project must present evidence of withdrawal or deregistration from the standard or certification programme from which it originates and must be publicly visible.



3. Filling out the migration form

Fill in the Migration Declaration form, which is publicly available on the Cercarbono website in the Documentation section.

This form must be uploaded to the registration platform once the project registration process is completed.

4. Initiation of the contractual and registration process under Cercarbono

The project should continue with the process of registration and establishment of contractual relationship.





Registry

Initial contractual and registration process under Cercarbono.

Applies to projects that are not migrated.



Duration

Project Migration

Stage, process, status	Duration	Responsible
Preliminary evaluation	Depends on the project	Owners or Developers
Deregistration of the programme from which it originates	Depends on the original programme	
Filling out the migration form	Depends on the project	

Contractual relationship and registration

Stage, process, status	Duration	Responsible
Preliminary evaluation	Depends on the project	Owners or Developers
EcoRegistry account creation	1 business day	
KYC Process	Depends on the project	
Account activation	4 business day	Cercarbono
Contractual relationship	Cercarbono sends the contract. The time depends on the signature of the contract	
Project registration	Depends on the project	Owners or Developers