

Official Statement No. 08

Independent, third-party review / assessment process for Cercarbono voluntary carbon certification program's own methodologies

Date: 05.04.2023

From: **Cercarbono Voluntary Carbon Certification Program**
To: **Validation and Verification Bodies (VVB) authorized under Cercarbono.**

The purpose of this communication is to extend an invitation for participating, by means of submitting subject techno-economic proposal(s), in an independent, third-party review / assessment process for Cercarbono voluntary carbon certification program's own methodologies listed below.

Under a continuous improvement process and given the necessary harmonization of procedures and systems with international voluntary markets' guidelines, Cercarbono released new versions of two of its fundamental documents, namely: "***Cercarbono's protocol for voluntary carbon certification V4.2***" and "***Procedures of Cercarbono's Certification Programme V2.0***", which feature adjustments and extended details on administrative and technical subjects, along with specific sections therein defined, as compared with previous versions. In that sense, Cercarbono's Protocol states in Section 5.1 that new versions of own methodologies shall be submitted to an independent, third-party review, as described in Section 14.1.4 of the Procedures.

Due to this, Cercarbono is inviting VVBs to participate in the review / assessment process of following own methodologies, for which Cercarbono requires the services described below:

- REDD+ Methodology for the Implementation of REDD+ projects consistent with national reference Levels. Version 2.
- Methodology to implement GHG removal projects through reforestation, forest restoration and the establishment of woody crops. Version 2.
- Modular Methodology for climate change mitigation activities on forest lands and wetlands Version 1.2 and NF-IW-Org-dra Methodological module for the design and implementation of actions to reduce GHG emissions from change of use and drainage of non-forested inland wetlands with organic soils Version 1.2.

- Methodology for the implementation of GHG emission reduction projects using renewable. Version 2.
- Methodology for the implementation of projects for the capture, destruction or use of biogas produced in landfills. Version 2.
- Methodology for the implementation of GHG emission reduction projects through energy efficiency improvement by fuel shift in land transportation. Version 2.

These methodologies' versions will be shared as confidential information in MS Word format, both in English and Spanish languages, to the OVV to whom the contracts are assigned.

Given such versions of subject listed methodologies are not currently available, and for the purpose of dimensioning the level of effort required for fulfilling the scope of services to be provided, as well as to get familiar with their characteristics, participating VVBs can base their techno-economical proposals on versions of methodologies available at: <https://www.cercarbono.com/methodologies/>, as those listed above are updates of such versions.

Requirements to comply with by participating VVBs are:

- Have an "authorized" status under Cercarbono.
- Possess valid accreditation for performing services in the sectors covered by the subject methodologies, as applicable under their proposal's scope.
- Possess valid accreditation under ISO 14065:2020 and ISO/IEC 17029:2019 standards.
- No personnel assigned to providing above referred services as a technical team member for a specific methodology shall have taken part in validation / verification processes which use as an assessment criteria any version of such specific methodology.
- Techno-economic proposal may include one or more of the methodologies listed above.

VVBs interested in participating shall submit an expression of interest letter or email by 20.04.2023, indicating the methodologies they would be submitting a proposal for and their conformity with the deadline for techno-economical proposal submittal, as of 28.04.2023.

Once the deadline for the expression of interest submittal, and until proposal submittal deadline, participating VVB may direct questions on the process and on the services to be provided to Cercarbono in written, according to the procedure Cercarbono shall state in the acknowledgment of receipt of such expression of interest. Related Q&A will be made available for all participants for both transparency and redundancy avoidance purposes.

Así mismo, durante el proceso de evaluación de las propuestas técnico-económicas recibidas, podrán darse comunicaciones uno a uno con los OVV proponentes, con el exclusivo fin de realizar aclaraciones correspondientes a errores tipográficos, discrepancias entre montos desagregados y totales, y situaciones similares no relacionadas con modificaciones a alcances, servicios o montos totales.

Submitted proposals shall feature, as a minimum, following information:

- CV for the VVB submitting the proposal.
- Contact data for proposal processing (name, address, phone number and email address)
- Legal representative's signature as overall proposal responsible, and proof of such conferred representation.
- Documents or certification demonstrating compliance with above referred requirements, as applicable.
- Scope of services (both referred to the methodologies for which the services are offered, and to the provided services' related activities).
- Work program, indicating assumed response times from Cercarbono, in case any activity requiring it is included.
- Attestation of conformity with described proposal evaluation process.
- Technical proposal featuring:
 - Overall technical activities' responsible person (may or may not have direct participation in review / assessment activities).
 - Description of appointed to-be team for review/assessment of the methodologies included in considered scope, along with qualifications or CVs.
 - No conflict-of-interest statement, using any suitable form, where it is indicated no member of the working team has participated in CCMPs validation / verification events based on the methodology(ies) requiring review / assessment.
 - Methodology review / assessment process description, including stages, products to be delivered and their features and required interactions with Cercarbono, according to participant VVB's judgment (e.g., for corrective actions performance or clarifications).
 - Guarantee on service quality and regarding required corrective follow-up resulting from post-process findings, referred to delivered products, provided they are the sole responsibility of the participating VVB, as applicable.
 - Earliest date service provision can be initiated according to offered scope.
- Economic proposal featuring:
 - Total cost for services offered.
 - Disaggregated cost, by methodology to be reviewed / assessed.

- Hourly cost for each staff level appointed for the different tasks as per in the service providing contract and percentage time contribution share for related activities by staff level.
- Expiry date of the proposal, which should not be earlier than 30.06.2023.
- Proposed payment method.

The final decision on service providing contract award(s), as per the proposals' evaluation performed by a Cercarbono's ad-hoc appointed technical committee, will be communicated to all participating VVBs on 05.05.2023.

For Cercarbono, your participation in this process is important to keep reinforcing our certification program.

We keep pending on your response.

Kind regards,

Carlos Trujillo

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CEO

Cercarbono