



QUESTIONNAIRE

For Validation / Verification Service Proposal Requests (CDM, GS, VCS)

In order to answer your request for proposal we would kindly like to ask you to provide the following information.

If you have any questions, please do not hesitate to contact us.

Please return the completed questionnaire to:

Germanischer Lloyd Certification GmbH

GHG Services Department (SO-QD)

Brooktorkai 18

20457 Hamburg

Germany

Tel: +49 40 36149 -8686 / -9051

Fax: +49 40 36149 650

Email: ghg-services@gl-group.com

PROJECT PARTICIPANT REQUESTING VALIDATION / VERIFICATION SERVICES

Do you obtain any other services either from GLC or the GL Group? If so please add your client ID.		
Registered name		
Head office address		
Post code / town		
Country		
VAT number		
Name / position		
Telephone / email		

IF YOU ACT ON BEHALF OF THE PROJECT PARTICIPANT, PLEASE COMPLETE THE FOLLOWING TABLE

KEY CONTACT FOR CURRENT PROPOSAL REQUEST

Name / position		
Company name and address		
Telephone / Fax		
Webpage / email		

IF DIFFERENT FROM ABOVE, PLEASE INDICATE THE CONTACT DETAILS OF THE PERSON WHO WILL ACT AS FOCAL POINT DURING THE ASSESSMENT:

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Name / position		
Company name and address		
Telephone / mobile		
email		

ORGANISATION REQUESTING FOR:

- VALIDATION
 VERIFICATION
 VALIDATION AND VERIFICATION, if applicable
 CDM
 GS
 VCS
 OTHERS

PROJECT ACTIVITY	
Project Title:	
Project Description <i>(Please provide a brief description of the project)</i>	
Sectoral scope of the project activity:	
1 Energy Industries <input type="checkbox"/> 2 Energy Distribution <input type="checkbox"/> 3 Energy Demand <input type="checkbox"/> 4 Manufacturing industries <input type="checkbox"/> 5 Chemical industries <input type="checkbox"/> 7 Transport <input type="checkbox"/> 8 Mining/mineral production <input type="checkbox"/> 10 Fugitive Emissions <input type="checkbox"/> 13 Waste Handling <input type="checkbox"/> 15 Agriculture <input type="checkbox"/>	
Scale of the project activity	
MICRO SCALE <input type="checkbox"/> SMALL SCALE <input type="checkbox"/> BUNDLED <input type="checkbox"/> LARGE SCALE <input type="checkbox"/> PoA <input type="checkbox"/>	
Annual expected emission reductions of the project activity:	t CO _{2eq}
Host Party	

Has the customer already contracted any other DOE for the same service and project in the past (other than GLC, Hamburg, Germany) but now wish to contract GLC?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If Yes, please provide the contract termination document with the other DOE before GLC starts to quote for the requested service.		
Was the PDD/Monitoring Report already web hosted?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If Yes, please indicate the last steps taken e.g. published reports for this project.		

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VALIDATION RELATED INFORMATION	
Which methodology and Version has been applied?	
Please indicate if other persons or organisations, other than the company requesting GLC services, were engaged in identification, development, and consultancy and financing of the project activity?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Parties involved in the identification of the project activity:	
Parties involved in the development of the project activity:	
Parties provided consultancy for the project activity:	
Parties involved in financing of the project activity:	
Timeline and deliverables:	
Envisaged site visit date:	
Please indicate the nearest airport to the project site and define an appropriate travel approach with time needed to reach the project site:	
Envisaged timeframe for findings list / questionnaire from GLC:	
Envisaged date for the final report:	
Which approach has been used to prove additionality?	
Simple cost analysis <input type="checkbox"/> Investment comparison analysis <input type="checkbox"/> Benchmark analysis <input type="checkbox"/> Barrier analysis <input type="checkbox"/> Others (specify) <input type="checkbox"/> _____	
If the investment analysis is chosen, please kindly and provide the related calculation sheets.	
Which is / are the defined Annex I Party / Parties?	
Please provide the Letters of Approval (LoAs). In case the LoAs are not yet issued, please provide the reason:	
Is the project located in more than one country?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If YES, please attach a separate sheet providing relevant details.	
What is the proposed crediting period?	<input type="checkbox"/> 7 YEARS <input type="checkbox"/> 10 YEARS
Is an Environmental Impact Assessment (EIA) required?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If YES, please attach the EIA study / report or indicate when it will be available:	
Is a list of relevant host country legal regulations available?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If YES, please attach the list.	
Is Official Development Aid included in the project funding?	<input type="checkbox"/> YES <input type="checkbox"/> NO

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Is any other type of public funding included?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If so, please specify:		
How is internal data collected and processed? Please provide a brief description of the methods		
Are external data or data source used?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If YES, please provide details:		
What is the CDM project activity start date? (as per the latest glossary of CDM terms) Please also provide a justification and documental evidence documents for the date.		
If the project start date is before 2 August 2008, please provide the necessary documentation to demonstrate the serious consideration of CDM before the project start.		
If the project start date is after 2 August 2008, kindly state whether it has been informed to UNFCCC and the host country's DNA including the date of information:		
When is the project design document expected to be provided with all sections completed?		
Will all the project documentation be in English or appropriately translated into English or are translation services required?		
Are all involved persons able to communicate in English or is it required to deploy a translator? In case a translation is needed shall these services be provided by GLC or by the client?		

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VERIFICATION RELATED INFORMATION		
Crediting period of the project activity	<input type="checkbox"/> 7 YEARS	<input type="checkbox"/> 10 YEARS
Please state the number of the planned verification?		
If it is a periodic verification, are all previous verifications completed? In case previous verifications are not completed please provide the reason:	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Monitoring period for which verification is requested for:		
Are the entire validation documents (including PDD) available?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If YES, please submit these documents.		
Is a monitoring system in place and functional?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If YES please provide a description of the monitoring system		
Is the monitoring report available?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If YES, please submit this document.		
Are there any open issues indicated in the validation report or in previous verification report (e.g. FARs)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, please describe these issues.		
How is internal data collected and processed (e.g. manually, IT supported)? <i>Please provide a brief description of the methods</i>		
Timeline and deliverables:		
When will the monitoring report been provided to GLC?		
Envisaged site visit date:		
Please indicate the nearest airport to the project site and define an appropriate travel approach with time needed to reach the project site.		
Envisaged timeframe for findings list / questionnaire from GLC?		
Envisaged date for the final report?		
Will all the project documentation be in English or appropriately translated into English or are translation services required?		
Are all involved persons able to communicate in English or is it required to deploy a translator? In case a translation is needed shall these services be provided by GLC or by the client?		

Place

Date

Signature and stamp

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