ARTICLE 6.4 MECHANISM

A6.4-PROC-AC-002

Procedure

Article 6.4 activity cycle procedure for projects

Version 03.0

United Nations
Framework Convention on
Climate Change

TABLE OF CONTENTS **Page**

1. INTRODUCTION 6
1.1. Background 6
1.2. Objectives 7
2. SCOPE AND ENTRY INTO FORCE 7
2.1. Scope 7
2.2. Entry into force 7
3. TERMS AND DEFINITIONS 7
4. PRE-REGISTRATION ACTIVITIES 7
4.1. Participation of host Parties in the Article 6.4 mechanism 7
4.2. Prior consideration of the Article 6.4 mechanism 9
4.3. Global stakeholder consultation 10
4.4. Host Party approval and authorization of activity participants 10
4.5. Participating Party authorization of activity participants 11
4.6. Preparation and validation of project design document 11
4.6.1. Project design document 11
4.6.2. Modalities of communication statement 12
4.6.3. Validation of project design document 13
4.6.4. Deviation from elements and criteria of the A6.4 SD Tool 14
4.6.4.1. Submission of a request for deviation 14
4.6.4.2. Processing of request for deviation 14
4.6.4.3. Finalizing a request for deviation 16
4.6.4.4. Withdrawal of a request for deviation 17
4.6.4.4.1. Submission of a request for withdrawal 17
4.6.4.4.2. Processing of a request for withdrawal 17
5. REGISTRATION OF PROJECT 17
5.1. Request for registration 17
5.1.1. Submission of request for registration 17
5.1.2. Processing of request for registration 18

5.1.3. Requesting review of request for registration 20
5.1.4. Finalizing request for registration if no request for review was received 20
5.2. Review of request for registration 21
5.2.1. Commencement of review 21
5.2.2. Assessment 22
5.2.3. Consideration by the Supervisory Body 23
5.2.4. Finalization and implementation of ruling 23
5.3. Withdrawal of request for registration 24
5.3.1. Submission of request for withdrawal 24
5.3.2. Processing of request for withdrawal 24
6. POST-REGISTRATION ACTIVITIES 25
6.1. Continuous engagement of stakeholders 25
6.2. Change to registered project 25
6.2.1. General requirements 25
6.2.2. Update of documents and validation or verification 26
6.2.3. Submission of request for approval of post-registration change 26
6.2.4. Processing of request for approval of post-registration change 27
6.2.5. Requesting review of request for approval of post-registration change 28
6.2.6. Finalizing request for approval of post-registration change if no request for review 28
6.2.7. Review of request for approval of post-registration change 28
6.2.8. Withdrawal of request for approval of post-registration change 28
6.3. Change to modalities of communication 28
6.3.1. General requirements 28
6.3.2. Reported issues resulting from insolvency and/or disputes on modalities of communication 29
6.3.3. Changes of focal points 30
6.3.4. Changes of activity participants 31

7. PRE-ISSUANCE ACTIVITIES 33

7.1. Preparation of monitoring report 33

7.2. Verification of emission reductions or removals 33

8. AUTHORIZATION OF A6.4ERS 34

8.1. Submission of statement of authorization of A6.4ERs 34

8.2. Post-issuance authorization of the use of A6.4ERs 35

8.3. Changes to authorization of the use of A6.4ERs 36

8.3.1. Submission of changes to the authorization of use of A6.4ERs 36

8.3.2. Changes to the authorization 36

8.3.3. Impact of change to the authorization status of A6.4ERs 36

9. ISSUANCE OF ARTICLE 6.4 EMISSION REDUCTIONS 36

9.1. Request for issuance 36

9.1.1. Submission of request for issuance 36

9.1.2. Processing of request for issuance 38

9.1.3. Requesting review of request for issuance 39

9.1.4. Finalizing request for issuance if no request for review 39

9.2. Review of request for issuance 40

9.2.1. Commencement of review 40

9.2.2. Assessment 41

9.2.3. Consideration by the Supervisory Body 42

9.2.4. Finalization and implementation of ruling 42

9.3. Withdrawal of request for issuance 43

9.3.1. Submission of request for withdrawal 43

9.3.2. Processing of request for withdrawal 44

10. RENEWAL OF CREDITING PERIOD 44

10.1. General requirements 44

10.2. Request for renewal of crediting period 44

10.2.1. Update of project design document 44

10.2.2. Validation of updated project design document 45

10.2.3. Submission of request for renewal 45

10.2.4. Processing of request for renewal 46
10.2.5. Requesting review of request for renewal 46
10.2.6. Finalizing request for renewal if no request for review 46
10.2.7. Review of request for renewal of crediting period 46
10.2.8. Withdrawal of request for renewal of crediting period 46
11. VOLUNTARY DEREGISTRATION OF PROJECT 47
11.1. Submission of request for deregistration 47
11.2. Processing of request for deregistration 47
11.3. Effects of deregistration 47
11.4. Administration period 48
12. WITHDRAWAL OF APPROVAL OF PROJECT OR AUTHORIZATION OF ACTIVITY PARTICIPANT 48
12.1. Withdrawal of approval of project or authorized activity participant 48
12.1.1. Submission of withdrawal notification 48
12.1.2. Impact of withdrawal of approval of project or authorized activity participant 49
13. APPEALS AND GRIEVANCES 49
APPENDIX 1. FEE SCHEDULE 50
APPENDIX 2. INDICATIVE LIST OF POST-REGISTRATION CHANGES THAT MAY BE SUITABLE FOR APPROVAL UNDER THE ISSUANCE TRACK 53

1. Introduction

1.1. Background

1. The Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA), at its third session, adopted rules, modalities and procedures (RMPs) for the mechanism established by Article 6, paragraph 4, of the Paris Agreement (the Article 6.4 mechanism)[1] and requested the Supervisory Body, among others, to develop provisions for the development and approval of methodologies, validation, registration, monitoring, verification and certification, issuance, renewal, first transfer from the mechanism registry, voluntary cancellation and other processes pursuant to chapters V.B–L and VIII of the RMPs.[2]

2. The CMA, at its fourth session, elaborated some elements of the RMPs relating to the operation of the activity cycle of the Article 6.4 mechanism.[3]

3. The CMA, at its sixth session, elaborated provisions of the RMPs relating to the authorization of the use of Article 6, paragraph 4, emission reductions (A6.4ERs) and exemption from the share of proceeds for adaptation for least developed countries (LDCs) and small island developing States (SIDS).[4]

4. The Supervisory Body, at its fourteenth meeting, adopted the "Tool: Article 6.4 sustainable development tool" (hereinafter referred to as the A6.4 SD Tool) that provides means for activity participants to demonstrate that they have met the mandatory requirements for identifying and addressing social and environmental risks, as well as for assessing and enhancing the contributions of A6.4 activities to sustainable development in line with sustainable development objectives and priorities of the host Party and the sustainable development goals.

5. The Supervisory Body, at its sixteenth meeting, adopted revisions to the "Standard: Article 6.4 activity standard for projects" (AS-P) which, among other things, included the relevant requirements of the A6.4 SD Tool. Additionally, the AS-P included new provisions allowing activity participants to request a deviation through a DOE to the Supervisory Body prior to submitting a request for registration or request for issuance if the DOE or the activity participants identifies the presence of unavoidable negative impacts that exceed the environmental and social safeguard elements and criteria and cannot be remediated by consultation or mitigation.

---

[1] Decision 3/CMA.3, annex. Available at: https://unfccc.int/sites/default/files/resource/cma2021_10a01E.pdf#page29.

[2] Decision 3/CMA.3, paragraph 5(a). Available at: https://unfccc.int/sites/default/files/resource/cma2021_10a01E.pdf#page25.

[3] Decision 7/CMA.4, annex I, chapters III–VI, as contained in in document FCCC/PA/CMA/2022/10/Add.2. Available at: https://unfccc.int/sites/default/files/resource/cma2023_10a02E.pdf#page=37.

[4] Decision 6/CMA.6 Further guidance on the mechanism established by Article 6, paragraph 4, of the Paris Agreement. Available at: https://unfccc.int/sites/default/files/resource/cma2024_17a01E.pdf.

1.2. Objectives

6. The objective of the "Article 6.4 activity cycle procedure for projects" (hereinafter referred to as this procedure) is to set out all procedural steps and requirements relating to the activity cycle processes for Article 6.4 mechanism projects (A6.4 projects).

2. Scope and entry into force

2.1. Scope

7. This procedure describes the administrative steps to follow for activity participants, designated national authorities (DNAs), designated operational entities (DOEs), other stakeholders, the Supervisory Body and the UNFCCC secretariat (hereinafter referred to as the secretariat) for the registration, post-registration changes, renewal of crediting period and deregistration of an A6.4 project. It also details issuance of Article 6, paragraph 4, emission reductions (A6.4ERs) for emission reductions or removals of greenhouse gases (GHGs) achieved by an A6.4 project, along with other actions related to the activity cycle of the Article 6.4 mechanism.

2.2. Entry into force

8. This document enters into force on 7 August 2025.

3. Terms and definitions

9. The following terms apply in this procedure:

   (a) "Shall" is used to indicate requirements to be followed;

   (b) "Should" is used to indicate that among several possibilities, one course of action is recommended as particularly suitable;

   (c) "May" is used to indicate what is permitted;

   (d) "Activity participant" is a public or private entity that participates in an A6.4 project.

4. Pre-registration activities

4.1. Participation of host Parties in the Article 6.4 mechanism

10. Each host Party of A6.4 projects shall, prior to participating in the Article 6.4 mechanism, ensure that:

    (a) It is a Party to the Paris Agreement;

    (b) It has prepared, has communicated and is maintaining a nationally determined contribution (NDC) in accordance with Article 4,5 paragraph 2;

    (c) It has designated a DNA for the Article 6.4 mechanism and has communicated that designation to the secretariat;

[5] Unless otherwise stated, "Article" refers to that in the Paris Agreement.

(d) It has indicated publicly to the Supervisory Body how its participation in the Article 6.4 mechanism contributes to sustainable development, while acknowledging that the consideration of sustainable development is a national prerogative;

(e) It has indicated publicly to the Supervisory Body the types of Article 6, paragraph 4, activity (A6.4 activity) that it would consider approving pursuant to chapter V.C (Approval and authorization) of the RMPs and how such types of activity and any associated emission reductions or removals would contribute to the achievement of its NDC, if applicable, its long-term low GHG emission development strategy, if it has submitted one, and the long-term goals of the Paris Agreement.

11. A host Party may specify to the Supervisory Body, prior to participating in the Article 6.4 mechanism:

(a) Baseline approaches and other methodological requirements, including additionality, to be applied for A6.4 activities that it intends to host, in addition and subject to and consistent with the RMPs, under the supervision of the Supervisory Body, and subject to further relevant decisions of the CMA, with an explanation of how those approaches and requirements are compatible with its NDC and, if it has submitted one, its long-term low GHG emission development strategy;

(b) Crediting periods to be applied for A6.4 activities that it intends to host, including whether the crediting periods may be renewed, subject to the RMPs and under the supervision of the Supervisory Body, and in accordance with further relevant decisions of the CMA, with an explanation of how those crediting periods are compatible with its NDC and, if it has submitted one, its long-term low GHG emission development strategy;

(c) How it defines first transfer pursuant to decision 2/CMA.3, annex, paragraph 2(b);[6]

(d) A statement on whether it chooses not to exempt all projects hosted in its territories from the share of proceeds for adaptation (applicable if the host Party is a LDC or SIDS).[7]

12. Each host Party shall, through its DNA, provide the information referred to in paragraph 10(a)–(e) above, and if the host Party opts to do so, also the information referred to in paragraph 11(a)−(d) above, to the Supervisory Body through a dedicated interface on the UNFCCC website. A host Party may also, through its DNA, revise the information at any time through the same interface. The revised information shall not affect the A6.4 projects that have already been registered or the requests for registration that have already been submitted to the secretariat in accordance with this procedure.[8]

---

[6] Decision 2/CMA.3, annex, as contained in document FCCC/PA/CMA/2021/10/Add.1. Available at: https://unfccc.int/sites/default/files/resource/cma2021_10a01E.pdf#page29.

[7] The host Party may choose to submit this statement with approval of the project.

[8] If a host Party does not provide information referred to in paragraph 11(a) above to the Supervisory Body, the methodological requirements contained in the applied mechanism methodology and any other methodological requirements as approved by the Supervisory Body for the relevant activity type shall apply. Likewise, if a host Party does not provide information referred to in paragraph 11(b) above to the Supervisory Body, the type and the length of the crediting period selected by the activity participant in accordance with paragraph 31(f) of the RMPs shall apply.

13. Each host Party shall ensure that, on a continuing basis:

    (a) It is maintaining an NDC in accordance with Article 4, paragraph 2;

    (b) Its participation in the Article 6.4 mechanism contributes to the implementation of its NDC and its long-term low GHG emission development strategy, if it has submitted one.

14. The secretariat shall publish the information provided by host Parties in accordance with paragraphs 10–12 above on the UNFCCC website.

4.2. Prior consideration of the Article 6.4 mechanism

15. The activity participants of a proposed A6.4 project shall demonstrate that the Article 6.4 mechanism benefits were considered necessary in the decision to implement the project by notifying the secretariat of their intention to seek registration of the proposed A6.4 project under the Article 6.4 mechanism (hereinafter referred to as prior consideration notification) through a dedicated interface on the UNFCCC website. If the project has already started as per the definition of the "start date" of a project in the "Article 6.4 activity standard for projects" (hereinafter referred to as the activity standard), the activity participants shall submit such notification no later than 180 days after the start date of the project. The prior consideration notification shall accompany a summary of the project information, which shall include, at minimum:

    (a) The project title;

    (b) The names of the activity participants;

    (c) The precise geographical location;

    (d) A brief description of the technologies or measures to be deployed;

    (e) The Article 6.4 mechanism methodology (hereinafter referred to as mechanism methodology) to be applied (if known);

    (f) The actual or planned start date of the activity;

    (g) The type (fixed or renewable), planned start date and duration of the crediting period;

    (h) The approximate amount of GHG emission reductions or net GHG removals expected to be achieved by the project annually during the crediting period.

16. If the start date of a proposed A6.4 project is after 31 December 2020 and prior to the date of entry into force of version 01.0 of this procedure, if they wish to seek registration of the project under the Article 6.4 mechanism, the activity participants shall, provide a prior consideration notification through the dedicated interface on the UNFCCC website referred to in paragraph 15 above within 180 days after the entry into force of version 01.0 of this procedure.

17. Once the secretariat confirms that the required information has been duly provided, it shall promptly assign a unique project reference number and publish the prior consideration notification on the UNFCCC website.

18. Upon publication of the prior consideration notification on the UNFCCC website, the secretariat shall inform the host Party of the proposed A6.4 project of the receipt of such notification. The host Party may then indicate through, the dedicated interface on the UNFCCC website that it has no objection to the proposed A6.4 project proceeding with the registration request under the Article 6.4 mechanism.

4.3. Global stakeholder consultation

19. The activity participants shall submit a project design document (PDD) prepared in accordance with the activity standard to the secretariat, using the "Project design document form" within one year of the publication of the prior consideration notification or within one year after the applicable mechanism methodology becomes available, whichever occurs later. The secretariat shall promptly publish the PDD as submitted on the UNFCCC website.

20. Parties, stakeholders and UNFCCC-admitted observer organizations may submit comments in English on the proposed A6.4 project to the secretariat through a dedicated interface on the UNFCCC website within 28 days of the publication of the PDD on the UNFCCC website. The submitters of the comments shall provide the name and contact details of the individual or organization on whose behalf the comments are submitted. Comments from stakeholders shall:

    (a) Be specific to the proposed A6.4 project;

    (b) Relate to compliance with applicable Article 6.4 mechanism rules and regulations.

21. The secretariat shall make the comments that meet the requirements in paragraph 20 above publicly available on the UNFCCC website where the PDD is displayed, and inform the activity participants and the DNA of the host Party of the publication.

4.4. Host Party approval and authorization of activity participants

22. The secretariat shall, upon publication of the PDD on the UNFCCC website, inform the host Party of the receipt of the PDD, and request the host Party, based on the project information contained in the PDD, the implications of hosting the project on the implementation of its NDC, and, if the host Party wishes to do so, taking into account the comments submitted during the global stakeholder consultation and published on the UNFCCC website in accordance with section 4.3 above, to respond to the publication, through a dedicated interface on the UNFCCC website any time after it has fulfilled the requirements for participating in the Article 6.4 mechanism referred to in paragraph 10 above by:

    (a) Approving the project to be registered under the Article 6.4 mechanism, noting that the registration of the project is subject to a positive validation outcome by a DOE and approval by the Supervisory Body; or

    (b) Rejecting the project to be registered under the Article 6.4 mechanism, providing the reason for rejection.

23. The host Party, through its DNA, should respond to the publication promptly and is encouraged to do so within 60 days of the notification or in any longer timeframe to be indicated by the host Party through the dedicated interface on the UNFCCC website. Before responding, the host Party, through its DNA, may request the activity participants

to provide additional information on the proposed A6.4 project to support its consideration on whether to approve the project, authorize the activity participants or authorize the use of A6.4ERs towards achievement of NDCs or other international mitigation purposes referred to in decision 2/CMA.3.

24. If the host Party approves the project, the approval shall include:

    (a) Confirmation that, and information on how, the project fosters sustainable development in the host Party;

    (b) Approval of any potential renewal of the crediting period, if the host Party intends to allow the project to continue beyond the first crediting period, where the host Party has specified that the crediting periods of A6.4 activities that it intends to host may be renewed pursuant to paragraph 27(b) of the RMPs;[9]

    (c) Explanation of how the project relates to the implementation of the host Party's NDC and how the expected GHG emission reductions or net GHG removals contribute to the host Party's NDC and the purposes referred to in Article 6, paragraph 1;

    (d) Authorization of the activity participants;

    (e) A statement on whether it chooses not to exempt the project from the share of proceeds for adaptation (applicable if the host Party is a LDC or SIDS) in case it has not specified it when submitting participation requirements.

25. Upon receipt of the response from the host Party, the secretariat shall inform the activity participants of the response and publish it on the UNFCCC website.

4.5. Participating Party authorization of activity participants

26. Parties participating in the A6.4 project, other than the host Party (hereinafter referred to as other participating Parties), shall through a dedicated interface on the UNFCCC website, provide an authorization of an activity participant any time after the publication of the response from the host Party approving the project in accordance with paragraph 25 above but prior to the first transfer of issued A6.4ERs to the account of the activity participant in the mechanism registry.

4.6. Preparation and validation of project design document

4.6.1. Project design document

27. The activity participants of a proposed A6.4 project shall complete a PDD in accordance with the activity standard, taking into account the comments submitted during the local or subnational stakeholder consultation conducted in accordance with the activity standard, and the global stakeholder consultation conducted in accordance with section 4.3 above, applying the same crediting period type and the start date of the crediting period indicated in the draft PDD referred to in paragraph 19 above.

28. If the design of the proposed A6.4 project has undergone changes after the publication of the PDD for global stakeholder consultation, the DOE shall determine whether these

[9] See footnote 8 above.

changes are significant. If the changes are determined by the DOE to be significant, the DOE shall request the activity participants to make a revised PDD publicly available for global stakeholder consultation. The DOE or the activity participant may seek guidance from the Supervisory Body on whether a revised PDD shall be published for global stakeholder consultation by submitting such a request in accordance with the "Procedure: Direct communication with stakeholders".

29. The Supervisory Body shall expeditiously consider the case, through electronic means where possible, and provide guidance to the DOE and/or the activity participants. In doing so, the Supervisory Body shall consider the significance of the changes in terms of the impact on the application of the applied methodologies, the other methodological regulatory documents and local stakeholders.

30. If the activity participants wish to deviate from the selected mechanism methodology when applying it to the proposed A6.4 project, they shall, prior to the preparation of the PDD, submit a request for clarification to the secretariat on whether such deviation is acceptable in accordance with the "Procedure for development, revision and clarification of baseline and monitoring methodologies and methodological tools".

31. If unavoidable negative impacts are identified by activity participants that exceed the environmental and social safeguard elements and criteria and cannot be remediated by consultation or mitigation, activity participants may request a deviation through the DOE as per the process for requesting a deviation from elements and criteria of the A6.4 SD Tool described in section 4.6.4 below.

4.6.2. Modalities of communication statement

32. The activity participants of the proposed A6.4 project shall designate one or more focal point entities (hereinafter referred to as focal points) to communicate on their behalf with the Supervisory Body and the secretariat within the defined scopes of authority referred to in paragraph 34 below, and include this information in a modalities of communication (MoC) statement using the "Modalities of communication statement form".

33. After the submission of a request for registration of the proposed A6.4 project in accordance with paragraph 67 below, all official communication between the activity participants and the Supervisory Body or the secretariat for the project shall be conducted in accordance with the MoC statement, with the exception of communications undertaken in accordance with paragraphs 135 and 147(b) below.

34. The activity participants shall grant the focal points the authority to:

    (a) Communicate in relation to requests for forwarding of A6.4ERs to individual accounts of the activity participants (scope (a)); and/or

    (b) Communicate in relation to changes to the MoC statement (scope (b)); and/or

    (c) Communicate on all other project-related matters not covered by (a) or (b) above (scope (c)).

35. The activity participants may designate one or multiple entities for each scope of authority in a sole, shared or joint focal point role.[10]

36. The activity participants and the focal points may designate one primary authorized signatory and one alternate authorized signatory. The authentication of either the primary or alternate authorized signatory shall suffice for authenticating the activity participant's or the focal point's consent or instruction(s). If an entity serves as both an activity participant and a focal point, the same signatory shall represent the entity in both roles.

37. The activity participants may voluntarily indicate in the MoC statement the end date of their participation in the proposed A6.4 project. The secretariat shall monitor the end date of participation and mark the activity participants as "withdrawn" on the UNFCCC website on the day after the end date, provided that at least one activity participant authorized by the host Party of the project remains. The activity participants whose participation in the project has ended may request to be re-included as an activity participant in the same project at any time thereafter in accordance with paragraph 152(a) below.

38. The secretariat shall, when conducting the completeness check of the request for registration in accordance with paragraphs 75−77 below, consider the contact details included in the MoC statement to be the valid contact details of the activity participants whenever such details differ from the details of the activity participants and their representatives included in the PDD of the proposed A6.4 project.

39. The secretariat shall publish non-confidential information included in the MoC statement on the respective A6.4 project webpage of the UNFCCC website, following the registration of the project under the Article 6.4 mechanism.

4.6.3. Validation of project design document

40. The activity participants shall submit the PDD published for the global stakeholder consultation or any later version of the PDD, along with the MoC statement, a declaration that the development, implementation and operation of the proposed A6.4 project do not involve any illegal activities and any supporting documentation to a DOE accredited in the relevant sectoral scope(s) and contracted by the activity participants to perform validation of the project for registration.

41. The DOE shall perform validation of whether the proposed A6.4 project complies with the relevant requirements in the activity standard and any other applicable Article 6.4 mechanism rules and requirements based on the information provided in the PDD, the MoC statement, any supporting documentation it has received from the activity participants and any further information obtained during the validation activity. The DOE shall prepare a validation report in accordance with the "Article 6.4 validation and verification standard for projects" (hereinafter referred to as the validation and verification standard), using the "Validation report form for projects".

42. For the purpose of potential selection of the validation activity for performance assessment of the DOE in accordance with the "Article 6.4 accreditation procedure", the DOE shall notify the secretariat, through a dedicated interface on the UNFCCC website, of the

[10] Joint focal point role requires consent from all focal point entities to communicate with the Supervisory Body or the secretariat. Shared focal point role allows any focal point entity to communicate with the Supervisory Body or the secretariat without requiring consent from other focal point entities.

scheduled site inspection for the proposed A6.4 project which is to be conducted in accordance with the validation and verification standard, no later than four weeks prior to the inspection.

4.6.4. Deviation from elements and criteria of the A6.4 SD Tool

4.6.4.1. Submission of a request for deviation

43. The DOE may submit a deviation from elements and criteria of the A6.4 SD Tool to the secretariat and seek guidance from the Supervisory Body on the acceptability of a deviation. Such deviation may be submitted when the activity participants prior to validation or the DOE during validation have identified the presence of unavoidable impacts that exceed the environmental and social safeguard elements and criteria, and that cannot be remediated by consultation or mitigation.

44. To seek guidance from the Supervisory Body on the acceptability of the deviation, the DOE shall submit a “Deviation from elements and criteria of the A6.4 SD Tool request form” and additional documentation through a dedicated interface on the UNFCCC website. In the submission, the DOE shall provide:

    (a) A clear and precise assessment of the case, based on evidence provided by the activity participant as per the activity standard, including input from local stakeholders if any;

    (b) A description of the impact of the deviation on social, environmental and sustainable development impacts from the proposed project;

    (c) A draft PDD with a completed section A: Project description and Section D: Environmental impacts, social impacts and sustainable development impacts including its Appendixes 6 (A6.4 Environmental and social safeguards risk assessment form), 7 (A6.4 Environmental and social management plan form) and/or 8 (A6.4 Sustainable development impact form).

4.6.4.2. Processing of request for deviation

45. The secretariat shall issue a statement of the deviation consideration fee due, or confirmation that no fee is due, determined in accordance with the provisions on the fee contained in Appendix 1, and shall communicate this to the DOE.

46. The DOE shall communicate to the activity participants the deviation consideration fee due, or a confirmation that no fee is due.

47. The activity participants shall pay the deviation consideration fee by bank transfer, quoting the unique project reference number referred to in paragraph 17 above, within 30 days of the issuance to the DOE of the statement of the deviation consideration fee due.

48. The DOE shall submit a proof of payment (e.g. bank transfer record) through a dedicated interface on the UNFCCC website.

49. If the secretariat does not receive the deviation consideration fee by the 30-day deadline referred to in paragraph 47 above, the request for deviation shall be deemed withdrawn. The DOE may submit a new request for deviation of the same proposed A6.4 project

anytime thereafter, following the applicable Article 6.4 mechanism rules and requirements valid at the time of the new submission.

50. The secretariat shall maintain a publicly available list of all submitted requests for deviation on the UNFCCC website for which the applicable fee has been received by the secretariat or for which no fee is due. The secretariat shall make publicly available the schedule of processing the requests for deviation, including the expected date of commencement. The secretariat shall schedule the commencement of the processing of the requests for deviation in accordance with the secretariat's operational plans – that is, monthly quotas – which shall also incorporate any relevant instructions from the Supervisory Body.

51. The secretariat shall commence the processing of the request for deviation in accordance with the schedule. The secretariat shall conduct a completeness check within seven days to determine whether the request submission is complete in accordance with paragraph 44 above.

52. If the secretariat, during the completeness check, identifies issues of an editorial nature or inconsistency in the submission, it shall request the DOE, by e-mail, to submit revised documents and/or information. In this case, the DOE shall submit the requested documents and/or information within two days of receipt of the request. If the DOE does not submit the requested documents and/or information by this deadline, the secretariat shall conclude that the request submission is incomplete unless the DOE provides a justification by this deadline for not being able to submit the requested documents and/or information in time. In this case, the deadline shall be extended accordingly.

53. The secretariat shall notify the DOE of the conclusion of the completeness check. If the request submission is found incomplete, the secretariat shall also communicate the underlying reasons to the DOE and make them publicly available on the UNFCCC website. In this case, the DOE may resubmit the request for deviation with revised documentation. If the resubmission of the request for deviation is made within 28 days of the notification, the secretariat shall promptly commence the completeness check again; otherwise the resubmission shall be treated as a new submission of a request for deviation.

54. Upon positive conclusion of the completeness check, the secretariat shall publish the request for deviation on the UNFCCC website, and the request for deviation shall be deemed received by the Supervisory Body for consideration.

55. Within 14 days of the date of publication of the request for deviation, the secretariat shall prepare and send to the Supervisory Body a summary note on the request for deviation including a recommendation on the course of action, or with a notification that the case will be placed on the agenda of the next Supervisory Body meeting.

56. If the secretariat, during the preparation of the summary note, identifies issues that require clarifications from the DOE, it shall request the DOE to submit revised documents and/or information to clarify the issues within 14 days of receipt of the request. If the DOE submits the requested documents and/or information within the deadline, the secretariat, notwithstanding the provisions in paragraph 55 above, shall promptly finalize the summary note and send it to the Supervisory Body within 14 days of receipt of the requested documents and/or information from the DOE. If the DOE does not submit the requested documents and/or information by the deadline, the secretariat shall not process the request submission any further.

57. If the request submission is removed from processing in accordance with paragraph 56 above, the DOE may request the secretariat, by email through a dedicated email address, to make a telephone call or an internet-based call to the DOE to provide clarifications on the issues identified if they are not clear enough to them. Only one such request shall be allowed per request for deviation. In this case, the DOE shall provide the contact details of the person to be called and the preferred time slots. The secretariat shall fix an appointment for the call within three days of receipt of the request. The secretariat shall record the call.

58. If the secretariat, during the preparation of the summary note, identifies issues that require inputs from the Supervisory Body approved roster of experts, it shall send the case to an appropriate expert. The selected expert shall provide inputs within seven days of receipt of the request. In this case, the secretariat shall, notwithstanding the provisions in paragraphs 55 and 56 above, finalize the summary note and send it to the Supervisory Body within 14 days of receipt of the inputs from the expert.

59. If no member of the Supervisory Body objects to the secretariat's recommendation on the course of action referred to in paragraph 55 above within 14 days of receipt of the summary note, the recommended course of action shall be deemed to be the decision adopted by the Supervisory Body.

60. An objection by a member of the Supervisory Body shall be made by notifying the Chair of the Supervisory Body through the secretariat, giving the reasons in writing. The secretariat shall acknowledge receipt of the objection and make it available to the Supervisory Body.

61. If a member of the Supervisory Body objects to the secretariat's recommendation on the course of action more than 14 days prior to the next Supervisory Body meeting, the case shall be placed on the agenda of the next Supervisory Body meeting; otherwise, it shall be placed on the agenda of the subsequent Supervisory Body meeting.

4.6.4.3. Finalizing a request for deviation

62. If the Supervisory Body considers the case at its meeting in accordance with paragraph 55 or 61 above, it shall decide on the course of action at the meeting.

63. The course of action shall be to:

    (a) Approve the deviation and allow submission of a request for registration with the deviation; or

    (b) Reject the request.

64. Once a decision has been made by the Supervisory Body, the secretariat shall inform the DOE of the decision, the reasons thereof and any guidance provided by the Supervisory Body as applicable, and make the decision, reasons and guidance publicly available on the UNFCCC website by publishing a ruling note within three days of the decision of the Supervisory Body.

4.6.4.4. Withdrawal of a request for deviation

4.6.4.4.1. Submission of a request for withdrawal

65. For the following cases, the DOE shall submit a request for withdrawal of a request for deviation to the secretariat through a dedicated interface on the UNFCCC website:

    (a) The activity participants voluntarily wish for the request for deviation to be withdrawn;[11]

    (b) The DOE has new insights or information.

4.6.4.4.2. Processing of a request for withdrawal

66. Upon receipt of the request for withdrawal of a request for deviation, the secretariat shall check the information provided as soon as possible. The secretariat shall reimburse the deviation consideration fee, if applicable, in accordance with Appendix 1. If the withdrawal occurs after the request for deviation is published in accordance with paragraph 54 above, the secretariat shall mark the deviation as "withdrawn" on the UNFCCC website.

5. Registration of project

5.1. Request for registration

5.1.1. Submission of request for registration

67. The DOE shall, after validating that the proposed A6.4 project described in the PDD meets all relevant requirements for registration in the activity standard and any other applicable Article 6.4 mechanism rules and requirements, submit a request for registration of the project to the secretariat through a dedicated interface on the UNFCCC website, including the reference to the prior consideration notification of the project published in accordance with paragraph 17 above and the notification of the timing of the site inspection made in accordance with paragraph 42 above and attaching;

    (a) The PDD and any supporting documentation of the proposed A6.4 project prepared by the activity participants in accordance with paragraph 27 above and validated by the DOE in accordance with paragraph 41 above;

    (b) The validation report prepared by the DOE in accordance with paragraph 41 above;

    (c) The MoC statement prepared by the activity participants in accordance with section 4.6.2 above;

    (d) A declaration that the development, implementation and operation of the proposed A6.4 activity does not involve any illegal activities, including money laundering, tax evasion, fraud, bribery and criminal activities.

68. A request for registration of a proposed A6.4 project may be submitted any time after the host Party has provided to the Supervisory Body an approval of the project in accordance with paragraph 22(a) above and published on the UNFCCC website in accordance with

[11] In such cases, the DOE shall process the request expeditiously.

paragraph 25 above but within one year of the publication of such approval. If the start date of the crediting period of the proposed A6.4 project is a future date at the time of the submission of the request for registration, the submission shall be made less than two years before the start date of the crediting period.

69. The secretariat shall issue a statement of the registration fee due, or a confirmation that no registration fee is due in accordance with the provisions on the registration fee detailed in Appendix 1, and shall communicate this to the DOE.

70. The DOE shall communicate the registration fee due, or a confirmation that no registration fee is due, to the activity participants.

71. The activity participants shall pay the registration fee by bank transfer, quoting the unique project reference number referred to in paragraph 17 above, within one year of the issuance to the DOE of the statement of the registration fee due.

72. The DOE shall submit a proof of payment (e.g. bank transfer record) through a dedicated interface on the UNFCCC website. If the proposed A6.4 project applies:

    (a) A mechanism methodology or methodological tool that has been revised, withdrawn or suspended by the Supervisory Body: proof of payment must be uploaded within 20 days or payment must be received by the secretariat within 40 days of the end of the grace period for revision or the date of withdrawal or suspension, as defined in the “Procedure for development, revision and clarification of baseline and monitoring methodologies and methodological tools”; and/or

    (b) A standardized baseline that has been revised, suspended or has expired: proof of payment must be uploaded within 20 days or payment must be received by the secretariat within 40 days of the end of the grace period for revision, the date of suspension or expiry, as defined in the “Procedure for development, revision, clarification and update of standardized baselines”.

73. If the secretariat does not receive the deposit of the registration fee by the one-year deadline referred to in paragraph 71 above, the request for registration shall be deemed withdrawn. The same or a different DOE may submit a new request for registration of the same proposed A6.4 project any time thereafter, following the applicable Article 6.4 mechanism rules and requirements valid at the time of the new submission. In this case, the original prior consideration notification published in accordance with paragraph 17 above remains valid for the new request for registration.

5.1.2. Processing of request for registration

74. The secretariat shall maintain on the UNFCCC website a publicly available list of all submitted requests for registration for which the applicable registration fee has been received by the secretariat, or for which no registration fee is due. The secretariat shall make publicly available the schedule and status of processing of each request for registration. The secretariat shall schedule the commencement of the processing of the requests for registration in accordance with its operational plans, which incorporate monthly quotas and any relevant instructions from the Supervisory Body.

75. The secretariat shall commence the completeness check stage in accordance with the established schedule. Upon commencement of the completeness check stage, the

secretariat shall, subject to the guidance of the Supervisory Body, conduct within seven days a completeness check to determine whether the request for registration submission is complete in accordance with the completeness check checklist for requests for registration.

76. If the secretariat, during the completeness check, identifies issues of an editorial nature or consistency in the submission, it shall request the DOE by e-mail, copying the activity participants, to submit revised documents and/or information. In this case, the DOE shall submit the requested documents and/or information within seven days of receipt of the request. If the DOE does not submit the requested documents and/or information by this deadline, the secretariat shall conclude that the request submission is incomplete unless the DOE provides a justification by this deadline for not being able to submit the requested documents and/or information in time. In this case, the deadline shall be extended accordingly.

77. The secretariat shall notify the activity participants and the DOE of the conclusion of the completeness check stage. If the request submission does not meet the requirements of the completeness check, the secretariat shall also communicate the underlying reasons to the activity participants and the DOE and make this information available on the UNFCCC website. In this case, the DOE may resubmit the request for registration with revised documentation. If the resubmission of the request for registration is made within 28 days of the notification, the secretariat shall promptly re-commence the completeness check, otherwise, the resubmission shall be treated as a new submission of a request for registration.

78. Upon a positive conclusion of the completeness check stage, the secretariat shall, subject to the guidance of the Supervisory Body, conduct a substantive check within 21 days, in accordance with the substantive check checklist for requests for registration.

79. If the secretariat, during the substantive check, identifies issues of a substantive nature or missing basic information, it shall request the DOE, copying the activity participants, to submit revised documents and/or information. In this case, the DOE shall submit the requested documents and/or information within seven days of receipt of the request. If the DOE does not submit the requested documents and/or information by this deadline, the secretariat shall conclude that the request submission is incomplete unless the DOE provides a justification by this deadline for not being able to submit the requested documents and/or information in time. In this case, the deadline shall be extended accordingly.

80. The secretariat shall notify the activity participants and the DOE of the conclusion of the substantive check stage. If the request submission does not meet the requirements of the substantive check, the secretariat shall conclude that the request submission is incomplete and communicate the underlying reasons to the activity participants and the DOE and make this information available on the UNFCCC website. In this case, the DOE may resubmit the request for registration with revised documentation. If the resubmission of the request for registration is made within 28 days of the notification, the secretariat shall promptly re-commence the substantive check, otherwise the resubmission shall be treated as a new submission of a request for registration.

81. Upon a positive conclusion of the substantive check stage, the secretariat shall publish the request for registration on the UNFCCC website, and it shall be deemed received by the Supervisory Body for consideration.

82. For resubmission of a request for registration after the completeness check or the substantive check in accordance with paragraph 77 or 80 above, respectively, the proposed A6.4 project may apply the same version of the mechanism methodology, methodological tool and/or standardized baseline applied in the initial submission within 90 days of the initial notification of the negative conclusion of the completeness check or the substantive check, even if the version of any of the mechanism methodology, methodological tool or standardized baseline applied is no longer valid. After this period, all resubmissions shall apply the version of the mechanism methodology, methodological tool and/or standardized baseline valid for a new request for registration.

83. The secretariat shall notify the activity participants, the DNAs of the host Party and other participating Parties, and the DOE:

    (a) That the Supervisory Body has received the request for registration for its consideration;

    (b) That the secretariat has published the request for registration on the UNFCCC website; and

    (c) Of the deadline for requesting a review of the request for registration, as referred to in paragraph 85 below.

84. The secretariat shall, subject to the guidance of the Supervisory Body, prepare and send the Supervisory Body a summary note on the request for registration within 14 days of the date of the request publication.

5.1.3. Requesting review of request for registration

85. The host Party, any other participating Party, and any member or alternate member of the Supervisory Body may request a review of the request for registration within 28 days of the date of its publication. If the host Party or other participating Party wishes to request a review, its DNA shall submit the request through a dedicated interface on the UNFCCC website. If a member or an alternate member of the Supervisory Body wishes to request a review, they shall submit the request through a dedicated interface on the UNFCCC website.

86. The secretariat shall acknowledge receipt of a request for review and promptly notify the Supervisory Body. A request for review shall not be recognized if it is received after 24:00 (Central European Time) on the last day of the 28-day period following the publication of the request for registration.

87. A request for review shall provide, inter alia, the reasons for the requested review, based on the activity standard, the validation and verification standard or any other applicable Article 6.4 mechanism rules and requirements.

5.1.4. Finalizing request for registration if no request for review was received

88. If the secretariat does not receive a request for review in accordance with the modalities described section 5.1.3 above, the request for registration shall be deemed approved by the Supervisory Body.

89. Stakeholders who were eligible to participate in the local or subnational stakeholder consultation of the proposed A6.4 project in accordance with the activity standard, activity

participants, host Party or other participating Parties (hereinafter referred to as eligible stakeholders, activity participants or Parties) may, in accordance with the appeal and grievance procedure,[12] appeal the decision of the Supervisory Body to approve the registration within 28 days of the request having been deemed approved. If no appeal is filed by an eligible stakeholder, activity participant or Party within this timeframe, the Supervisory Body shall register the proposed A6.4 project under the Article 6.4 mechanism. If an appeal is filed by an eligible stakeholder, activity participant or Party within this timeframe, the appeal and grievance procedure shall be followed.

90. If, as a result of the substantive check by the secretariat of the request for registration, the scale of the project in terms of estimated annual average GHG emission reductions or net GHG removals has moved to another tier of the registration fee defined in Appendix 1, the activity participants or the secretariat shall settle the difference in the registration fees. If an additional registration fee is due, the secretariat shall register the project upon receipt by the secretariat of the additional registration fee.

91. The crediting period of the registered A6.4 project shall start from the date indicated in the PDD as approved by the host Party in accordance with section 4.4 above.

5.2. Review of request for registration

5.2.1. Commencement of review

92. If the host Party, any other participating Party, or any member or alternate member of the Supervisory Body requests a review of the request for registration, the secretariat shall:

    (a) Notify the activity participants and the DOE that the request for registration has been placed under review;

    (b) Mark the request for registration as “under review” on the UNFCCC website and make publicly available an anonymous version of each request for review;

    (c) Establish an expert review team, comprising two external experts selected from the roster of experts established for this purpose, to conduct an assessment of the request for review. The secretariat shall appoint one of the team members to serve as the lead, who shall be responsible for all communications with the secretariat and delivery of an assessment report.

93. The DOE or the activity participants may request a call from the secretariat, to provide clarifications on the issues identified, by e-mail through a dedicated e-mail address. Only one such request shall be allowed per review of the request for registration, regardless of the requesting Party. In this case, the DOE or the activity participants shall provide the contact details of the person to be called and the preferred time slots. The secretariat shall schedule the call within three days of receipt of the request and record the call.

94. The activity participants and the DOE shall provide responses to the issues identified in the request for review within 28 days of receiving the notification that the request for registration was placed under review.

[12] “Procedure: Appeal and grievance processes under the Article 6.4 mechanism”.

95. For each issue (or sub-issue) raised in the request for review, the activity participants and the DOE shall respond in writing:

    (a) Making any revisions they deem necessary to the PDD and/or validation report to ensure, inter alia, that all facts are clearly stated and sufficiently validated; or

    (b) Explaining why no revisions to the PDD and/or validation report are necessary.

96. The start date of the review shall be when the secretariat notifies the activity participants and the DOE that the review has commenced.

5.2.2. Assessment

97. The expert review team established in accordance with paragraph 92(c) above shall conduct an assessment of the request for registration focusing on the reasons for the request for review provided by the requesting Party and the applicable Article 6.4 mechanism rules and requirements, taking into account the responses from the activity participants and the DOE. The expert review team shall prepare an assessment report including a proposed decision within 14 days of the start day of the review. The proposed decision shall recommend either:

    (a) The proposed A6.4 project be registered under the Article 6.4 mechanism; or

    (b) The request for registration be rejected.

98. If the proposed decision is to reject the request for registration, the assessment report shall include a proposed ruling with an explanation of the reasons and rationale for the proposed decision, including, but not limited to:

    (a) The facts and any interpretation of those facts that formed the basis of the proposed decision;

    (b) The Article 6.4 mechanism rules and requirements applied to the facts;

    (c) The interpretation of the Article 6.4 mechanism rules and requirements as applied to the facts.

99. In addition, the expert review team shall, in its assessment report, highlight any issues of significance related to the policies and goals of the Article 6.4 mechanism arising from the assessment. The secretariat, in consultation with the Chair of the Supervisory Body, shall bring these issues to the attention of the Supervisory Body by preparing background notes and policy options and presenting them to the Supervisory Body at its meetings.

100. The expert review team shall submit its assessment report to the Supervisory Body through the secretariat.

101. The secretariat shall make the assessment report available to the Supervisory Body, together with any responses from the activity participants and the DOE, and any revision made to the PDD, validation report and/or other relevant documentation.

5.2.3. Consideration by the Supervisory Body

102. At its meeting, the Supervisory Body shall, taking into account the assessment report prepared by the expert review team and the summary note prepared by the secretariat, decide either to:

    (a) Register the proposed A6.4 project under the Article 6.4 mechanism; or

    (b) Reject the request for registration.

103. Eligible stakeholders, activity participants and Parties may, in accordance with the appeal and grievance procedure, file an appeal to the decision of the Supervisory Body within 28 days of the decision. If no appeal is filed by an eligible stakeholder, activity participant or Party within this timeframe, the process contained in section 5.2.4 below shall be followed. If an appeal is filed by an eligible stakeholder, activity participant or Party within this timeframe, the appeal and grievance procedure shall be followed.

5.2.4. Finalization and implementation of ruling

104. If the Supervisory Body's final decision made in accordance with paragraph 102 above is to register the proposed A6.4 project under the Article 6.4 mechanism, the secretariat shall register it as an A6.4 project on the first working day following to the finalization of the decision.

105. If, as a result of the substantive check by the secretariat or the review by the Supervisory Body of the request for registration, the scale of the project in terms of estimated annual average GHG emission reductions or net GHG removals has moved to another tier of the registration fee defined in Appendix 1, the activity participants or the secretariat shall settle the difference in the registration fees. If an additional registration fee is due, the secretariat shall register the project upon receipt by the secretariat of the additional registration fee.

106. The crediting period of the registered A6.4 project shall start from the date indicated in the PDD as approved by the host Party in accordance with section 4.4 above.

107. If the Supervisory Body's final decision made in accordance with paragraph 102 above is to reject the request for registration, the secretariat shall update the information on the UNFCCC website accordingly on the first working day following the finalization of the decision. Additionally, within 21 days of the finalization of the decision, the secretariat shall provide the Chair of the Supervisory Body with an information note containing a proposed ruling incorporating the final decision.

108. The proposed ruling shall contain an explanation of the reasons and rationale for the final decision of rejection, including, but not limited to:

    (a) The facts and any interpretation of those facts that formed the basis of the proposed ruling;

    (b) The Article 6.4 mechanism rules and requirements applied to the facts;

    (c) The interpretation of the Article 6.4 mechanism rules and requirements as applied to the facts.

109. Once approved by the Chair of the Supervisory Body, the secretariat shall immediately make the proposed ruling available to the Supervisory Body. The proposed ruling shall

become the final ruling of the Supervisory Body 10 days after it was made available to the Supervisory Body, unless a member or an alternate member of the Supervisory Body objects to it.

110. An objection by a member or an alternate member of the Supervisory Body to the proposed ruling shall be made by notifying the secretariat in writing of the reasons for the objection. The secretariat shall acknowledge receipt of the objection and make it available to the Supervisory Body.

111. If a member of the Supervisory Body objects to the proposed ruling more than 14 days prior to the next Supervisory Body meeting, the case shall be placed on the agenda of the next Supervisory Body meeting; otherwise, it shall be placed on the agenda of the subsequent Supervisory Body meeting.

112. In case an objection to the proposed ruling was made in accordance with paragraph 110 above, the Supervisory Body shall finalize the ruling at the Supervisory Body meeting where the case is placed on the agenda.

113. The secretariat shall publish a ruling note on the UNFCCC website no later than three days after the ruling was finalized.

114. If the request for registration is rejected by the Supervisory Body, the same or a different DOE may resubmit the request for registration with revised documentation, addressing the issues that constitute the reason for the rejection by the Supervisory Body. Upon submission of the revised documentation, the request shall be treated as a new submission of a request for registration.

5.3. Withdrawal of request for registration

5.3.1. Submission of request for withdrawal

115. The DOE shall submit a request for withdrawal of a request for registration to the secretariat through a dedicated interface on the UNFCCC website for the following cases:

(a) The activity participants voluntarily wish for the request for registration to be withdrawn;[13]

(b) The DOE has revised its validation report based on new insights or information.

5.3.2. Processing of request for withdrawal

116. Upon receipt of the request for withdrawal of a request for registration, the secretariat shall check the information provided to it as soon as possible. If the request is complete, the secretariat shall reimburse the registration fee, if applicable, in accordance with Appendix 1 and take the following actions:

(a) If the DOE requests the withdrawal prior to the publication of the request for registration made in accordance with paragraph 81 above, the secretariat shall not mark the proposed A6.4 project as “withdrawn” on the UNFCCC website;

[13] In such cases, the DOE shall process the request expeditiously.

(b) If the DOE requests the withdrawal after the publication of the request for registration made in accordance with paragraph 81 above, the secretariat shall mark the proposed A6.4 project as “withdrawn” on the UNFCCC website.

6. Post-registration activities

6.1. Continuous engagement of stakeholders

117. Anytime after the registration of a project under the Article 6.4 mechanism, Parties, stakeholders and UNFCCC-admitted observer organizations may submit comments in English on the registered A6.4 project to the secretariat through a dedicated interface on the UNFCCC website. The submitters of the comments shall provide the name and contact details of the individual or organization on whose behalf the comments are submitted. Comments from stakeholders shall be:

(a) Specific to the registered A6.4 project;

(b) Related to compliance with applicable Article 6.4 mechanism rules and regulations.

118. The secretariat shall promptly make the comments that meet the requirements in paragraph 117 above publicly available on the UNFCCC website where the project information is displayed and inform the activity participants of their publication.

6.2. Change to registered project

6.2.1. General requirements

119. If a change occurred or is expected to occur to a registered A6.4 project, such change (hereinafter referred to as post-registration change) shall be approved by the Supervisory Body in accordance with this section to maintain the project’s registration status under the Article 6.4 mechanism. The post-registration change shall fall within the scope of the following acceptable change categories, and meet the associated conditions, as specified in the activity standard:

(a) Temporary deviation from the registered monitoring plan, the A6.4 SD Tool forms (the A6.4 Environmental and social safeguards risk assessment form, the A6.4 Environmental and social management plan form, and the A6.4 Sustainable development impact form), applied methodologies, standardized baselines or other methodological regulatory documents, including the A6.4 SD Tool;

(b) Permanent changes:

(i) Corrections that do not have material impact on the calculation of achieved GHG emission reductions or net GHG removals;

(ii) Changes to the start date of the crediting period.

(iii) Inclusion of a monitoring plan;

(iv) Permanent changes to the registered monitoring plan, the A6.4 SD Tool forms (the A6.4 Environmental and social safeguards risk assessment form, the A6.4 Environmental and social management plan form and the A6.4 Sustainable development impact form), or permanent deviation of monitoring

from the applied methodologies, standardized baselines, or other methodological regulatory documents, including the A6.4 SD Tool;

(v) Changes to the project design;

(c) Registration or coverage under, or overlap with other, crediting schemes, other frameworks or environmental markets.

6.2.2. Update of documents and validation or verification

120. For the temporary deviation referred to in paragraph 119(a) above, the activity participants shall describe the deviation in the monitoring report, the A6.4 SD Tool forms (the A6.4 Environmental and social management plan form and/or A6.4 Sustainable development impact form) in accordance with the activity standard as part of the preparation of a monitoring report in accordance with section 7.1 and relevant provisions of the A6.4 SD Tool, as applicable, for the monitoring period that covers the period during which the temporary deviation occurred. The deviation shall be subsequently verified by a DOE for requesting issuance for the monitoring period in accordance with sections 7.2 and 9.1 below.

121. For any of the permanent changes referred to in paragraph 119(b) above, the activity participants shall revise the PDD to reflect the post-registration change. The activity participants shall then submit the revised PDD and any other supporting documentation to a DOE accredited in the relevant sectoral scope(s) and contracted by the activity participants to perform validation of the post-registration change. If the activity participants wish to appoint this DOE to submit the request for approval of post-registration change under the issuance track referred to in paragraph 122 below, the selection of a DOE shall follow the same rule referred to in paragraph 160 below. If the post-registration change requires approval from the host Party in accordance with the activity standard, the activity participants shall also submit the revised PDD to the secretariat and through which obtain an approval from the host Party. In this case, the secretariat shall promptly publish the revised PDD on the UNFCCC website, inform the host Party of the publication of the revised PDD, and request the host Party to promptly respond to the publication, through a dedicated interface on the UNFCCC website, either to approve or reject the post-registration change. The timing of submitting the revised PDD to the secretariat shall be at the discretion of the activity participants, either before, in parallel to, or after a DOE has performed validation of the post-registration change.

6.2.3. Submission of request for approval of post-registration change

122. After validating that the post-registration changes to the registered A6.4 project meets all applicable requirements for post-registration changes in the activity standard by following the applicable provisions of the validation and verification standard and other applicable Article 6.4 mechanism rules and requirements, the DOE shall submit a request for approval of post-registration change. The request for approval shall be submitted either prior to submitting a request for issuance of A6.4ERs that are affected by the post-registration change (prior-approval track), or together with such request for issuance of A6.4ERs (issuance track) in accordance with paragraph 125 below. The choice of whether the DOE submits the request for approval via the prior-approval track or the issuance track shall be at the discretion of the activity participants, who may wish to consider the indicative list of post-registration changes that may be suitable for approval under the issuance track outlined in Appendix 2.

123. A request for approval of post-registration change of the permanent changes referred to in paragraph 119(b) above shall be submitted as follows, irrespective of whether it is under the prior-approval track or the issuance track:

    (a) At any time for corrections that do not have material impact on the calculation of achieved GHG emission reductions or net GHG removals;

    (b) No later than the first issuance request for inclusion of a monitoring plan;

    (c) No later than one year after the occurrence of the permanent changes to the registered monitoring plan, permanent deviation of monitoring from the applied methodologies, standardized baselines, or other methodological regulatory documents, or the permanent change to the project design.

124. Where more than one of the changes referred to in paragraph 119 above have occurred or are expected to occur to the registered A6.4 project, the DOE shall, wherever possible, combine these changes into a single request for approval of post-registration change.

125. Under both the prior-approval track and the issuance track, the DOE shall submit a request for approval of post-registration change to the secretariat through a dedicated interface on the UNFCCC website, attaching:

    (a) The revised PDD (in both clean and track-change versions) or a monitoring report, as applicable, and any supporting documentation, prepared by the activity participants in accordance with the activity standard;

    (b) The validation report on the post-registration change prepared by the DOE in accordance with the validation and verification standard.

126. The secretariat shall issue a statement of the post-registration change fee due, or confirmation that no post-registration change fee is due, determined in accordance with the provisions on the post-registration change fee contained in Appendix 1, and shall communicate it to the DOE.

127. The processes for payment of the post-registration change fee by the activity participants and submission of proof of payment by the DOE, and the consequence of non-payment of the post-registration change fee within a deadline, shall follow the corresponding provisions for the registration fee contained in paragraphs 70−73 above, mutatis mutandis. The secretariat shall publish the submitted request for post-registration change on the UNFCCC website after receiving the proof of payment of the post-registration change fee.

6.2.4. Processing of request for approval of post-registration change

128. For processing of the request for approval of post-registration change, the provisions in section 5.1.2 above shall apply mutatis mutandis.

129. Notwithstanding paragraph 128 above, for cases of post-registration changes relating to the A6.4 SD Tool forms, if the secretariat, during the preparation of the summary note, identifies issues that require inputs from the Supervisory Body approved roster of experts, it shall send the case to an appropriate expert. The selected expert shall provide their inputs within seven days of the receipt of the request. In this case, the secretariat shall, notwithstanding the provisions in paragraph 84 above, finalize the summary note and send it to the Supervisory Body within 14 days of receipt of the inputs from the expert.

6.2.5. Requesting review of request for approval of post-registration change

130. For requesting review of the request for approval of post-registration change, the provisions in section 5.1.3 above shall apply mutatis mutandis.

6.2.6. Finalizing request for approval of post-registration change if no request for review

131. For finalizing the request for approval of post-registration change if no request for review is received by the secretariat within the 28-day deadline, the provisions in section 5.1.4 above shall apply mutatis mutandis, except for the provision on the start date of the crediting period, which is not applicable.

6.2.7. Review of request for approval of post-registration change

132. For a review of the request for approval of post-registration change, the provisions in section 5.2 above shall apply mutatis mutandis.

6.2.8. Withdrawal of request for approval of post-registration change

133. For a withdrawal of the request for approval of post-registration change, the provisions in section 5.3 above shall apply mutatis mutandis.

6.3. Change to modalities of communication

6.3.1. General requirements

134. If there is a change to the MoC statement, the focal points for scope (b) referred to in paragraph 34 above shall, request approval of the change from the secretariat as soon as possible but no later than 90 days after the change takes place.

135. Authorized signatories or legal representatives of the activity participants, focal points, or DNAs of the host Party or any other Parties participating in the A6.4 project may directly notify the secretariat of any issues regarding the MoC statement through a designated e-mail account provided in the mechanism registry section of the UNFCCC website. In this case, the secretariat may request additional clarifications from the notifier. The secretariat may contact any focal points or activity participants of the respective registered A6.4 project or, in cases of insolvency, liquidators or administrators, to request additional clarifications. The secretariat shall advise the parties involved on further, including those referred to in section 6.3.2 below.

136. The secretariat may request a new submission of an MoC statement whenever it identifies or is notified of inconsistencies or inaccuracies in the MoC. The secretariat may provide specific guidance for the resubmission. In its role as the mechanism registry administrator, the secretariat may, after notifying the focal points and the activity participants, temporarily put on hold the forwarding of A6.4ERs if the inconsistencies or inaccuracies prevent the secretariat from establishing the focal points for scope of authority (a), pending resolution of the inconsistencies or inaccuracies.

137. The focal points for scope (b) shall request approval of the change to the modalities of communication to the secretariat through a dedicated interface on the UNFCCC website, uploading a new MoC statement using the valid version of the “Modalities of communication statement form”.

138. The focal points for scope (b) or the activity participants who submit a new MoC statement in accordance with paragraph 147 below shall ensure that:

    (a) Supporting documentation, including powers of attorney, extracts from board meeting minutes or company association documentation, or extracts/certificates from national company registries that cannot be verified online, is dated or notarized within six months from the time of submission of a request for change to the MoC statement. This time limitation does not apply to copies of national personal identity documents;

    (b) To the extent possible, changes applicable to more than one A6.4 project or multiple changes affecting the same project are consolidated in a single change request in accordance with the instructions provided in the mechanism registry section of the UNFCCC website.

139. The legal representatives signing on behalf of the focal points or the activity participants shall provide written evidence that they are authorized to sign on behalf of the respective entities. The evidence shall be submitted in accordance with paragraph 138(a) above.

140. The secretariat shall process requests for changes to the MoC statement following the steps described in sections 6.3.2–6.3.4 below. Wherever specific steps are not described, the secretariat shall review the requests considering compliance with the documentary requirements. In the absence of clear evidence to support a specific request, the secretariat may request additional information prior to approving or rejecting the request. In the case of a rejection, the secretariat shall provide reasons for the rejection and additional guidance as appropriate.

141. The secretariat shall make detailed guidance available on the mechanism registry section of the UNFCCC website on how to request changes to the activity participants and focal points.

142. The secretariat shall display the effective date of the new MoC statement on the corresponding A6.4 project dedicated view page on the UNFCCC website.

6.3.2. Reported issues resulting from insolvency and/or disputes on modalities of communication

143. The activity participants or focal points may notify the secretariat of any issues regarding the MoC statement, in accordance with paragraph 135 above, including those arising from insolvency and/or disputes with regard to the designation or changes to the designation of focal points.

144. The secretariat may engage the DNAs of the host Party or any other Parties participating in the respective registered A6.4 project whenever issues arising from insolvency and/or disputes over the designation of focal points are communicated to it. The secretariat may provide information, subject to the confidentiality of such information, and/or administrative assistance to the DNAs, upon request by the respective DNAs.

145. The secretariat, in its role as the mechanism registry administrator, may, after notifying the focal points and the activity participants, temporarily put on hold the forwarding of A6.4ERs for the registered A6.4 project for which the activity participants or the focal points have communicated a case of insolvency and/or a dispute in relation to the MoC

statement, pending resolution of the issues resulting from insolvency or resolution of the disputes.

146. The secretariat shall display, subject to the confidentiality, indicative information related to the notifications to the secretariat of issues arising from insolvency and/or of disputes on the respective registered A6.4 project view page on the UNFCCC website, only in cases where the forwarding of A6.4ERs has been temporarily put on hold pending the resolution of the issues, in accordance with paragraph 145 above.

6.3.3. Changes of focal points

147. Activity participants of a registered A6.4 project may change the designation of any focal points for any reason and at any time by submitting a new MoC statement duly signed by all activity participants, either through:

(a) The focal points for scope of authority (b); or

(b) Any of the activity participants, in cases of changes made to the MoC statement excluding its annexes.

148. For changing the designation of focal points in accordance with paragraph 147 above, the submission shall be made as follows:

(a) A new MoC statement for changes related to designation of focal points, with the exception of changes affecting only contact details and authorized signatories;

(b) Annex 2 to the MoC statement, using the “Modalities of communication statement form”, for changes related only to contact details and authorized signatories.

149. When a focal point who is not an activity participant is added to represent the activity participants for any or all scopes of authority, the new MoC statement referred to in paragraph 148(a) above shall be supported by written evidence of:

(a) The new focal point’s corporate identity, if applicable and

(b) The personal identity and employment status of the new focal point’s authorized signatory(ies), including specimen signature(s).

150. The legal representative of a focal point for scope of authority (b) may submit a new annex 2 to the MoC statement if the authorized signatory(ies) of the focal point concerned is(are) no longer available.

151. Any focal point of a registered A6.4 project may request voluntary withdrawal from its role as a focal point. Such a request shall cover all scopes of authority assumed by the focal point. The voluntary withdrawal process shall follow the following steps:

(a) The withdrawing focal point shall, directly or through the focal point for scope (b), submit a withdrawal request to the secretariat including:

(i) Annex 3 of the MoC statement, using the “Modalities of communication statement form”;

(ii) Evidence of the written communication, sent by the withdrawing focal point to all other focal points and all activity participants, indicating its intention to withdraw from its role as a focal point, and inviting the designation of a new

focal point for the scope(s) of authority from which the focal point is withdrawing. Such written communications shall be made at least 30 days prior to the submission of the withdrawal request to the secretariat.

(b) The secretariat shall review the completeness of the submission and, if found complete, approve the withdrawal of the focal point. In doing so, the secretariat may request clarification from the withdrawing focal point, or may contact any of the other focal points or the activity participants to request additional clarifications;

(c) Upon approval of the withdrawal of the focal point, the secretariat shall publish the annex 3 of the MoC statement on the UNFCCC website. Additionally the secretariat shall communicate the approval of the withdrawal of the focal point and its implications on the MoC to all remaining focal points and activity participants of the project;

(d) The approved withdrawal of focal point shall have no effect on other focal points, except in cases where the withdrawn focal point was part of joint or shared focal point roles. In such cases, the remaining focal points shall continue to act in a sole, shared or joint focal point role, as appropriate. If no focal point remains for a specific scope of authority after the withdrawal of the focal point, the secretariat shall notify the withdrawal to the remaining focal points for other scopes of authority, or to all activity participants if no focal point remains. The activity participants shall promptly designate a new focal point for any scope of authority for which no focal point remains in accordance with the provisions of this section, to enable further engagement with the Supervisory Body and the secretariat.

6.3.4. Changes of activity participants

152. If the activity participants of a registered A6.4 project change after the registration of the project, the focal points for scope of authority (b) shall submit annex 2 of the MoC statement for each of the following changes:

(a) Addition of an activity participant;

(b) Changes related to entity names or legal status;

(c) Withdrawal of an activity participant. If an activity participant has ceased operations and is unable to sign annex 2 of the MoC statement, the submission shall be accompanied by evidence of the cessation;

(d) Changes related only to contact details and authorized signatories;

(e) Addition or change of the end date of participation of an activity participant of the project.

153. For the changes listed to in paragraph 152(a) and (b) above, the secretariat shall notify the DNA of the host Party or any other relevant Party participating in the A6.4 project of the requested change through the dedicated interface on the UNFCCC website referred to in paragraph 22 above, and request them to respond whether to approve the change.

154. An activity participant added to a registered A6.4 project shall accept the existing MoC statement, or the new MoC statement if submitted simultaneously.

155. If persistent efforts to contact an activity participant have failed, the focal points for scope of authority (b) may request the administrative withdrawal of the activity participant, provided that at least one activity participant authorized by the host Party's DNA remains. The administrative withdrawal shall follow the following steps:

    (a) The focal points for scope (b) shall submit:

        (i) Annex 2 of the MoC statement, withdrawing the non-contactable activity participant;

        (ii) Evidence of written communication to the non-contactable activity participant stating the intention to request administrative withdrawal, including the copy of the communication sent to the DNA that authorized the activity participants to participate in the project, that has been sent at least 15 days prior to the submission of the withdrawal request to the secretariat.

    (b) The secretariat shall review the completeness of the submission and, if found complete, send an e-mail to the non-contactable activity participant, with a copy to the authorizing DNA, to respond within 30 days, asking whether the activity participant objects to the administrative withdrawal. The secretariat may also use other communication channels to establish contact with the non-contactable activity participant;

    (c) If neither the non-contactable activity participant nor the authorizing DNA object to proceeding with the administrative withdrawal within 30 days of the electronic communication made in accordance with subparagraph (b) above, the secretariat shall mark the non-contactable activity participant as "withdrawn" on the UNFCCC website;

    (d) If the non-contactable activity participant or the authorizing DNA objects to the administrative withdrawal within the 30-day period mentioned in subparagraph (b) above, the secretariat shall reject the request for withdrawal and may advise the focal point for scope (b) on further actions;

    (e) Activity participants whose participation in the project has been administratively withdrawn may request to be included as activity participants of the same project any time thereafter in accordance with 152(a) above.

156. Notwithstanding the provisions in paragraphs 152(b)–(e) and 155 above, activity participants of a registered A6.4 project may directly request the following, by submitting annex 2 of the MoC statement:

    (a) Their own voluntary withdrawal, provided that at least one activity participant authorized by the DNA of the host Party to participate in the project remains;

    (b) Changes to their own name, legal status or contact details;

    (c) Withdrawal of other activity participants of the same project based on their cessation accompanied by documented evidence of the cessation;

    (d) Administrative withdrawal of other activity participants of the same project who are not contactable provided that the submission shall be accompanied by the written evidence referred to in paragraph 155(a)(ii) above.

157. The secretariat may effect the withdrawal of an activity participant that has ceased to exist, provided that the cessation can be unambiguously confirmed though the relevant official company registrar.

158. In cases as per paragraph 156(b) above, where the change relates to the name or legal status of the activity participant, and in cases referred to in paragraph 157 above, the secretariat shall notify the DNA that had authorized the activity participant. Additionally, the secretariat shall request the DNA to confirm whether to approve the change of the name or legal status of the activity participant or the withdrawal of an activity participant through the dedicated interface on the UNFCCC website referred to in paragraph 22 above.

7. Pre-issuance activities

7.1. Preparation of monitoring report

159. Activity participants of a registered A6.4 project shall prepare a monitoring report for each monitoring period in accordance with the activity standard, using the “Monitoring report form”.

7.2. Verification of emission reductions or removals

160. Activity participants shall submit the monitoring report and any other supporting documentation to a DOE accredited in the relevant sectoral scope(s) and contracted by the activity participants to perform verification of GHG emission reductions or net GHG removals. If it is the first verification after the registration or renewal of the crediting period of the project, the activity participants shall choose a DOE that has not performed validation for the registration or the renewal of the crediting period of the project, respectively.

161. The DOE shall verify whether the implementation of the project and the monitoring and calculation of GHG emission reductions or net GHG removals comply with the relevant requirements in the activity standard and any other applicable Article 6.4 mechanism rules and requirements. This verification shall be based on the information provided in the monitoring report and any supporting documentation the DOE has received from the activity participants as well as additional information obtained during the verification activity. The DOE shall prepare a verification and certification report, in accordance with the validation and verification standard, using the “Verification and certification report form”. The DOE shall verify and certify for the entire monitoring period covered by the monitoring report.

162. For the purpose of potential selection of the verification activity for performance assessment of the DOE in accordance with the “Article 6.4 accreditation procedure”, the DOE shall notify the secretariat, through a dedicated interface on the UNFCCC website, of the scheduled site inspection for the proposed A6.4 project, which is to be conducted in accordance with the validation and verification standard, no later than four weeks prior to the inspection.

8. Authorization of A6.4ERs

8.1. Submission of statement of authorization of A6.4ERs

163. The host Party shall provide a statement of authorization[14] on the use of the A6.4ERs for the project as early as possible but prior to the first issuance of A6.4ERs for the project.[15] The host Party shall provide such a statement, through a dedicated interface on the UNFCCC website, by completing a form and selecting one of the following options as to whether the host Party:

(a) Authorizes, in full or in part, the A6.4ERs to be issued for the project for use towards achievement of NDCs and/or other international mitigation purposes pursuant to decision 2/CMA.3, annex, paragraph 1(d) and (f);

(b) Does not authorize any A6.4ERs to be issued for the project for use towards achievement of NDCs and/or other international mitigation purposes pursuant to decision 2/CMA.3, annex, paragraph 1(d) and (f);

(c) Allows mitigation contribution A6.4ERs to be issued for the project, while noting that it may authorize the A6.4ERs at a later stage subject to the provisions referred to in section 8.2 below and relevant provisions of the "Procedure: Article 6.4 mechanism registry".

164. If the host Party authorizes, in full or in part, the A6.4ERs to be issued for the project for the use towards achievement of NDCs and/or for other international mitigation purposes pursuant to decision 2/CMA.3, annex, paragraph 1(d) and (f) as per the paragraph 163(a) above or if the host Party authorizes the mitigation contribution A6.4ERs at a later stage after their issuance as per paragraph 163(c) above, the host Party shall provide the following information in the statement referred to in paragraph 163 above:

(a) The authorization identifier and unique UNFCCC reference number of the project;

(b) The name(s) of the host Party and other participating Party(ies) and authorized activity participants, if known, covered by the authorization;

(c) The date and duration of the authorization, including the final date for A6.4ERs to be issued, or to be used or cancelled, in connection with the first transfer specified by the host Party as per decision 2/CMA.3, annex, paragraph 2(b), as applicable;

(d) The specification of the first transfer of the mitigation outcome, as specified by the host Party, as per decision 2/CMA.3, annex, paragraph 2(b);

(e) The uses covered by the authorization, consistent with decision 2/CMA.3, annex, paragraph 1(d) and (f);

(f) The applied methodology(ies);

[14] The approval of activities does not create any rights or obligations regarding the authorization of A6.4ERs for use towards achievement of NDCs and/or other international mitigation purposes. Authorization is a prerogative of the host Party.

[15] As per decision 6/CMA.6 Further guidance on the mechanism established by Article 6, paragraph 4, of the Paris Agreement. Available at: https://unfccc.int/sites/default/files/resource/cma2024_17a01E.pdf.

(g) Where changes to the authorization may occur, information on the applicable terms and conditions of the authorization that specify the circumstances for such changes and a description of the process for managing them in a way that avoids double counting;

(h) The quantity of A6.4 emission reductions, if applicable;

(i) Identification of the registry the host Party has, or has access to, for the purpose of tracking and recording internationally transferred mitigation outcomes;

(j) The vintage(s) covered by the authorization;

(k) The sectors and sectoral scope(s) covered;

(l) The mitigation type, activity type(s) and/or activity(ies) covered;

(m) The host Party may optionally provide additional information on the terms and conditions under which they may provide authorization for the use of A6.4ERs at a later stage.

165. After receiving the statement of authorization submitted by the host Party, the secretariat shall make the statement publicly available on the UNFCCC website and inform the participating Parties and the activity participants.

8.2. Post-issuance authorization of the use of A6.4ERs

166. The host Party may authorize, for use towards achievement of NDCs and/or for other international mitigation purposes as defined in decision 2/CMA.3, annex, paragraph 1(d) and (f), mitigation contribution A6.4ERs already issued prior to any transfer of the mitigation contribution A6.4ERs in or out of the mechanism registry[16] provided the mitigation contribution A6.4ERs are still held by the activity participants and participating Parties involved, by providing to the Supervisory Body, through a dedicated interface on the UNFCCC website, a revised statement of authorization.[17]

167. After receiving the revised statement of authorization submitted by the host Party, the secretariat shall make the revised statement publicly available on the UNFCCC website and inform the participating Parties and the activity participants.

168. The mechanism registry administrator shall undertake the changes of the authorization status as per the revised statement submitted pursuant to paragraph 166 above in accordance with the applicable provisions of the “Procedure: Article 6.4 mechanism registry”.

[16] A6.4ERs are still held in the holding accounts of activity participants and they are not first transferred.

[17] In accordance with paragraph 13, decision 6/CMA.6 the Supervisory Body will consider and determine whether, based on its experience, there is a need to set a time limit, from the date of issuance to when the host Party shall provide a statement of authorization, and report back in its annual report to the CMA.

8.3. Changes to authorization of the use of A6.4ERs

8.3.1. Submission of changes to the authorization of use of A6.4ERs

169. The host Party may at any time submit a revised statement of authorization making changes to the authorization of the use of A6.4ERs which shall not apply to, or affect, A6.4ERs that have already been transferred in or out of the mechanism registry,[18] unless otherwise specified by the host Party in applicable terms and conditions of the authorization that specify the circumstances for such changes and the process for managing them, in order to ensure the avoidance of double counting.

8.3.2. Changes to the authorization

170. The host Party may provide the revised statement of authorization as per paragraph 169 above and shall additionally provide the following information if the changes include authorization status changes of part or full quantity of A6.4ERs:

(a) The effective date of the change to the authorization status, which shall not be before the date of submission of the revised statement;

(b) The reason for the change in reference to the pre-defined terms and conditions of the authorization that specify the circumstances for such changes as in the original statement of the authorization referred to in paragraph 164(g) above.

171. The secretariat shall make the revised statement publicly available, clearly indicating the effective date of the change to the authorization status, and notify the participating Party(ies) and the activity participants of the change.

8.3.3. Impact of change to the authorization status of A6.4ERs

172. If the host Party changes the authorization of the use of the A6.4ERs, as per paragraph 169 above, prior to final decision of the Supervisory Body to issue the A6.4ERs for the project, the registry administrator shall issue A6.4ERs indicating their authorization status as per the revised authorization statement.

173. If the host Party changes the authorization status of the use of A6.4ERs as per paragraph 169 above after the issuance of the A6.4ERs, the mechanism registry administrator shall undertake the changes to the authorization status in accordance with the applicable provisions of “Procedure: Article 6.4 mechanism registry”.

9. Issuance of Article 6.4 emission reductions

9.1. Request for issuance

9.1.1. Submission of request for issuance

174. The DOE shall submit a request for issuance of A6.4ERs to the secretariat, after verifying that the GHG emission reductions or net GHG removals achieved by the registered A6.4 project during the monitoring period covered by the monitoring report comply with all applicable requirements for implementation and monitoring in the activity standard and

[18] Please see footnote 16.

any other applicable Article 6.4 mechanism rules and requirements, and certifying the quantity of A6.4ERs that may be requested for issuance. The request shall be submitted through a dedicated interface on the UNFCCC website, including the reference to the notification of the timing of the site inspection made in accordance with paragraph 162 above along with the following attachments:

(a) The monitoring report and any supporting documentation prepared by the activity participants in accordance with paragraph 159 above and verified by the DOE in accordance with paragraph 161 above;

(b) The verification and certification report prepared by the DOE in accordance with paragraph 161 above.

175. Requests for issuance for a registered A6.4 project shall be submitted in chronological order of the monitoring periods covered by separate monitoring reports and shall not have gaps period between successive monitoring periods.

176. Each request for issuance shall indicate verified and certified GHG emission reductions or net GHG removals for each vintage year in which they occurred.

177. Requests for issuance for GHG emission reductions or net GHG removals occurring in a crediting period shall be submitted within two years after the end of that crediting period.[19] If a submission was made after this deadline, A6.4ERs shall no longer be issued for the A6.4 project for that crediting period.

178. The secretariat shall issue a statement of the issuance fee due, or confirmation that no issuance fee is due, determined in accordance with the provisions on the issuance fee contained in Appendix 1, and shall communicate this to the DOE.

179. The DOE shall communicate the issuance fee due, or a confirmation that no issuance fee is due, to the activity participants.

180. The activity participants shall pay the issuance fee by bank transfer, quoting the unique project reference number referred to in paragraph 17 above, within one year of the issuance to the DOE of the statement of the issuance fee due.

181. The DOE shall submit a proof of payment (e.g. bank transfer record) through a dedicated interface on the UNFCCC website.

182. If the secretariat does not receive the deposit of the issuance fee by the one-year deadline referred to in paragraph 180 above, the request for issuance shall be deemed withdrawn. The same or a different DOE may submit a new request for issuance for the monitoring period covered by the withdrawn request for issuance any time thereafter, following the applicable Article 6.4 mechanism rules and requirements valid at the time of the new submission.

183. If the DOE submits a request for approval of post-registration change together with the request for issuance in accordance with paragraph 122 above, it shall also upload the documentation and information listed in paragraph 125 above in addition to those referred to in paragraph 174 above.

[19] The Supervisory Body may set a different deadline for removal projects in the future.

9.1.2. Processing of request for issuance

184. The secretariat shall maintain on the UNFCCC website a publicly available list of all submitted requests for issuance for which the applicable issuance fee has been received by the secretariat or for which no issuance fee is due. The secretariat shall make publicly available the schedule and status of processing of each request for issuance. The secretariat shall schedule the commencement of the processing of the requests for issuance in accordance with its operational plans, which incorporate monthly quotas and any relevant instructions from the Supervisor Body.

185. The secretariat shall commence the completeness check stage in accordance with the established schedule. Within seven days of the commencement of the completeness check stage, the secretariat shall, subject to the guidance of the Supervisory Body, conduct a completeness check to determine whether the request for issuance submission is complete in accordance with the completeness check checklist for requests for issuance.

186. If the secretariat, during the completeness check, identifies issues of an editorial nature or consistency issues in the submission, it shall request the DOE by e-mail, copying the activity participants, to submit revised documents and/or information. In this case, the DOE shall submit the requested documents and/or information within seven days of receipt of the request. If the DOE does not submit the requested documents and/or information by this deadline, the secretariat shall conclude that the request submission is incomplete unless the DOE provides a justification by this deadline for not being able to submit the requested documents and/or information in time. In this case, the deadline shall be extended accordingly.

187. The secretariat shall notify the activity participants and the DOE of the conclusion of the completeness check stage. If the request submission does not meet the requirements of the completeness check, the secretariat shall also communicate the underlying reasons to the activity participants and the DOE and make this information available on the UNFCCC website. In this case, the DOE may resubmit the request for issuance with revised documentation. If the resubmission of the request for issuance is made within 28 days of the notification, the secretariat shall promptly re-commence the completeness check again; otherwise, the resubmission shall be treated as a new submission of a request for issuance.

188. Upon a positive conclusion of the completeness check stage, the secretariat shall, subject to the guidance of the Supervisory Body, conduct within 21 days a substantive check in accordance with the substantive checklist for requests for issuance.

189. If the secretariat, during the substantive check, identifies issues of a substantive nature or missing basic information, it shall request the DOE by e-mail, copying the activity participants, to submit revised documents and/or information. In this case, the DOE shall submit the requested documents and/or information within seven days of receipt of the request. If the DOE does not submit the requested documents and/or information by this deadline, the secretariat shall conclude that the request submission is incomplete unless the DOE provides a justification by this deadline for not being able to submit the requested documents and/or information in time. In this case, the deadline shall be extended accordingly.

190. The secretariat shall notify the activity participants and the DOE of the conclusion of the substantive check stage. If the request submission for which the secretariat conducted a substantive check does not meet the requirements of the substantive check, the secretariat shall conclude that the request submission is incomplete and communicate the underlying reasons to the activity participants and the DOE and make this information available on the UNFCCC website. In this case, the DOE may resubmit the request for issuance with revised documentation. If the resubmission of the request for issuance is made within 28 days of the notification, the secretariat shall promptly re-commence the substantive check; otherwise, the resubmission shall be treated as a new submission of a request for issuance.

191. Upon a positive conclusion of the substantive check stage, the secretariat shall publish the request for issuance on the UNFCCC website, and the request for issuance shall be deemed received by the Supervisory Body for consideration.

192. The secretariat shall notify the activity participants, the DNAs of the host Party and other participating Parties, and the DOE that the Supervisory Body has received the request for issuance for its consideration, that the secretariat has published the request for issuance on the UNFCCC website and the deadline for requesting a review of the request for issuance, as referred to in paragraph 194 below.

193. The secretariat shall, subject to the guidance of the Supervisory Body, prepare and send to the Supervisory Body a summary note on the request for issuance within 14 days of the date of publication of the request for issuance.

9.1.3. Requesting review of request for issuance

194. The host Party and any other participating Party, and any member or alternate member of the Supervisory Body, may request a review of the request for issuance within 28 days of the date of publication of the request for issuance. If the host Party or other participating Party wishes to request a review, its DNA shall submit the request through a dedicated interface on the UNFCCC website. If a member or an alternate member of the Supervisory Body wishes to request a review, they shall submit the request through a dedicated interface on the UNFCCC website.

195. The secretariat shall acknowledge receipt of a request for review and promptly notify the Supervisory Body. A request for review shall not be recognized if it is received after 24:00 (Central European Time) on the last day of the 28-day period following the publication of the request for issuance.

196. A request for review shall provide, inter alia, the reasons for the requested review based on the activity standard, the validation and verification standard, or any other applicable Article 6.4 mechanism rules and requirements.

9.1.4. Finalizing request for issuance if no request for review

197. If the secretariat does not receive a request for review from the host Party, any other participating Party, or any member or alternate member of the Supervisory Body in accordance with the modalities described in section 9.1.3 above, the request for issuance shall be deemed approved by the Supervisory Body.

198. Eligible stakeholders, activity participants or Parties may, in accordance with the appeal and grievance procedure, appeal the decision of the Supervisory Body to approve the

request for issuance within 14 days of the request for issuance having been deemed approved. If no appeal is filed by an eligible stakeholder, activity participant or Party within this timeframe, the Supervisory Body shall instruct the mechanism registry administrator to issue the quantity of A6.4ERs certified in the request for issuance. If an appeal is filed by an eligible stakeholder, activity participant or Party within this timeframe, the appeal and grievance procedure shall be followed.

199. The secretariat shall inform the activity participants of the Supervisory Body's instructions to the mechanism registry administrator and update the status of the request for issuance on the UNFCCC website accordingly.

200. If, as a result of the substantive check by the secretariat of the request for issuance, the quantity of A6.4ERs to be issued changed from that in the initial request for issuance, the activity participants or the secretariat shall settle the difference in the issuance fees in accordance with Appendix 1. If an additional issuance fee is due, the mechanism registry administrator shall issue the A6.4ERs upon receipt by the secretariat of the additional issuance fee.

201. The mechanism registry administrator shall issue the specified quantity of A6.4ERs into the pending account in the mechanism registry, assigning their authorization status, as applicable, in line with the authorization statement on the use of the A6.4ERs provided by the host Party as per paragraph 163 above.

202. The mechanism registry administrator shall distribute the A6.4ERs in accordance with the request for distribution of A6.4ERs provided by the activity participants in accordance with the "Procedure: Article 6.4 mechanism registry".

9.2. Review of request for issuance

9.2.1. Commencement of review

203. If the host Party, any other participating Party, or any member or alternate member of the Supervisory Body requests a review of the request for issuance, the secretariat shall:

(a) Notify the activity participants and the DOE that the request for issuance has been placed under review;

(b) Mark the request for issuance as "under review" on the UNFCCC website and make publicly available an anonymous version of each request for review;

(c) Establish an expert review team comprising two external experts selected from the roster of experts referred to in paragraph 92(c) above to conduct an assessment of the request for review. The secretariat shall appoint one of the team members to serve as the lead, who shall be responsible for all communications with the secretariat and delivery of an assessment report.

204. The DOE or the activity participants may request a call from the secretariat, to provide clarifications on the issues identified, by sending an email to a dedicated email address. Only one such request, regardless of the requesting party, shall be allowed per review of the request for issuance. In this case, the DOE or the activity participants shall provide the contact details of the person to be called and the preferred time slots. The secretariat shall schedule the call within three days of receipt of the request and record the call.

205. The activity participants and the DOE shall provide responses to the issues identified in the request for review within 28 days of receiving the notification that the request for issuance was placed under review.

206. For each issue (or sub-issue) raised in the request for review, the activity participants and the DOE shall respond in writing:

    (a) Making any revisions they deem necessary to the monitoring report, its supporting documentation (e.g. spreadsheets), verification report, and/or certification report, to ensure, inter alia, that all facts are clearly stated and sufficiently verified; or

    (b) Explaining why no revisions to the documents mentioned in subparagraph (a) above are necessary.

207. The start date of the review shall be when the secretariat notifies the activity participants and the DOE that the review has commenced.

9.2.2. Assessment

208. The expert review team established in accordance with paragraph 203(c) above shall conduct an assessment of the request for issuance focusing on the reasons for the request for review provided by the requesting party and the applicable Article 6.4 mechanism rules and requirements, taking into account the responses from the activity participants and the DOE. The expert review team shall prepare an assessment report including a proposed decision within 14 days of the start day of the review. The proposed decision shall recommend that either:

    (a) The A6.4ERs be issued; or

    (b) The request for issuance be rejected.

209. If the proposed decision is to reject the request for issuance, the assessment report shall include a proposed ruling, with an explanation of the reasons and rationale for the proposed decision, including, but not limited to:

    (a) The facts and any interpretation of those facts that formed the basis of the proposed decision;

    (b) The Article 6.4 mechanism rules and requirements applied to the facts;

    (c) The interpretation of the Article 6.4 mechanism rules and requirements as applied to the facts.

210. In its assessment report, the expert review team shall highlight any issues of significance related to the policies and goals of the Article 6.4 mechanism arising from the assessment. The secretariat, in consultation with the Chair of the Supervisory Body, shall bring these issues to the attention of the Supervisory Body by preparing background notes and policy options and presenting them to the Supervisory Body at its meetings.

211. The expert review team shall submit its assessment report to the Supervisory Body through the secretariat.

212. The secretariat shall make the assessment report available to the Supervisory Body, together with any responses from the activity participants and the DOE, and any revision

made to the monitoring report, its supporting documentation, verification report and/or certification report.

9.2.3. Consideration by the Supervisory Body

213. At its meeting, the Supervisory Body shall, taking into account the assessment report prepared by the expert review team and the summary note prepared by the secretariat, decide either to:

    (a) Issue the A6.4ERs; or

    (b) Reject the request for issuance.

214. Eligible stakeholders, activity participants and Parties may, in accordance with the appeal and grievance procedure, appeal the decision of the Supervisory Body within 14 days of the decision. If no appeal is filed by an eligible stakeholder, activity participant or Party within this timeframe, the process contained in section 9.2.4 below shall be followed. If an appeal is filed by an eligible stakeholder, activity participant or Party within this timeframe, the appeal and grievance procedure shall be followed.

9.2.4. Finalization and implementation of ruling

215. If the Supervisory Body's final decision made in accordance with paragraph 213 above is to issue A6.4ERs, the Supervisory Body shall instruct the mechanism registry administrator to issue the specified quantity of A6.4ERs.

216. The secretariat shall inform the activity participants of the Supervisory Body's instructions to the mechanism registry administrator and update the status of the request for issuance on the UNFCCC website accordingly.

217. If, as a result of the substantive check by the secretariat or the review by the Supervisory Body of the request for issuance, the quantity of A6.4ERs to be issued changed from that in the initial request for issuance, the activity participants or the secretariat shall settle the difference in the issuance fees in accordance with Appendix 1. If an additional issuance fee is due, the mechanism registry administrator shall issue the A6.4ERs provided receipt by the secretariat of the additional issuance fee.

218. The mechanism registry administrator shall issue the specified quantity of A6.4ERs into the pending account in the mechanism registry, assigning their authorization status, as applicable, in line with the authorization statement on the use of the A6.4ERs provided by the host Party as per paragraph 163 above.

219. The mechanism registry administrator shall distribute the A6.4ERs in accordance with the request for distribution of A6.4ERs provided by the activity participants in accordance with the "Procedure: Article 6.4 mechanism registry".

220. If the Supervisory Body's final decision made in accordance with paragraph 213 above is to reject the request for issuance, the secretariat shall update the information on the UNFCCC website accordingly on the first working day following the finalization of the decision. Additionally, within 21 days of the finalization of the decision, the secretariat shall provide the Chair of the Supervisory Body with an information note containing a proposed ruling incorporating the final decision.

221. The proposed ruling shall contain an explanation of the reasons and rationale for the final decision of rejection, including, but not limited to:

    (a) The facts and any interpretation of those facts that formed the basis of the proposed ruling;

    (b) The Article 6.4 mechanism rules and requirements applied to the facts;

    (c) The interpretation of the Article 6.4 mechanism rules and requirements as applied to the facts.

222. Once approved by the Chair of the Supervisory Body, the secretariat shall immediately make the proposed ruling available to the Supervisory Body. The proposed ruling shall become the final ruling of the Supervisory Body 10 days it was made available to the Supervisory Body, unless a member or an alternate member of the Supervisory Body objects to it.

223. An objection by a member or an alternate member of the Supervisory Body to the proposed ruling shall be made by notifying the secretariat in writing of the for the objection. The secretariat shall acknowledge receipt of the objection and make it available to the Supervisory Body.

224. If a member of the Supervisory Body objects to the proposed ruling more than 14 days prior to the next Supervisory Body meeting, the case shall be placed on the agenda of the next Supervisory Body meeting; otherwise, it shall be placed on the agenda of the subsequent Supervisory meeting.

225. In case an objection to the proposed ruling was made in accordance with paragraph 224 above, the Supervisory Body shall finalize the ruling at the Supervisory Body meeting where the case is placed on the agenda.

226. The secretariat shall publish a ruling note on the UNFCCC website no later than three days after the ruling was finalized.

227. If the request for issuance is rejected by the Supervisory Body, any DOE may resubmit the request for issuance with revised documentation, addressing the issues that constitute the reason for the rejection by the Supervisory Body. Upon submission of the revised documentation, the request shall be treated as a new submission of a request for issuance.

9.3. Withdrawal of request for issuance

9.3.1. Submission of request for withdrawal

228. The DOE shall submit a request for withdrawal of a request for issuance to the secretariat through a dedicated interface on the UNFCCC website for the following cases:

    (a) The activity participants voluntarily wish the request for issuance be withdrawn;[20]

    (b) The DOE has revised its verification report and/or certification report based on new insights or information.

[20] In such cases, the DOE shall process the request expeditiously.

9.3.2. Processing of request for withdrawal

229. Upon receipt of the request for withdrawal of a request for issuance, the secretariat shall check the information provided to it as soon as possible. If the request is complete and if applicable, the secretariat shall reimburse the issuance fee in accordance with Appendix 1 and update the information on the project view page of the relevant registered A6.4 project on the UNFCCC website. If the DOE requests the withdrawal after the publication of the request for issuance in accordance with paragraph 191 above, the request for issuance shall be marked as “withdrawn”. The same or a different DOE may resubmit the request for issuance at any time.

230. If activity participants wish to change the monitoring period covered by the monitoring report corresponding to the withdrawn request for issuance, and if the final date of the changed monitoring period is after when the DOE conducted an on-site inspection, the same or different DOE shall undertake an additional on-site inspection, or determine if an on-site inspection is necessary to duly perform its verification by following the applicable provisions of the validation and verification standard. Following the verification, the DOE may submit request for issuance for the changed monitoring period as a new submission.

10. Renewal of crediting period

10.1. General requirements

231. If the host Party has provided an approval of renewal of the crediting period of the project at the time of its registration in accordance with paragraph 24(b) above, crediting period of the project may be renewed in accordance with this section.

232. Renewal of the crediting period does not require a new approval from the host Party and new authorization of activity participants from the host Party or other participating Parties.

233. The new crediting period shall start on the day immediately after the expiration of the current crediting period irrespective of the date when the renewal of the crediting period is approved by the Supervisory Body.

234. If the date when the renewal of the crediting period is approved by the Supervisory Body is after the expiration of the current crediting period, and due to this delay or for any other reasons, the monitoring temporarily does not comply with the monitoring plan in the updated PDD approved by the Supervisory Body, the activity participants shall request approval of a temporary deviation from the registered monitoring plan in accordance with the process for approval of post-registration changes outlined in section 6 above.

10.2. Request for renewal of crediting period

10.2.1. Update of project design document

235. To renew the crediting period, the activity participants shall update the PDD by preparing a new version in accordance with the activity standard. The activity participants shall ensure that any changes to the list of activity participants in the PDD have been communicated to the secretariat in accordance with section 6.3 above.

236. If activity participants plan to make or have made, a post-registration change to the project design effective from the start date of the new crediting period, they shall clearly indicate

the post-registration change in the new version of the PDD, distinguishing the change from other update of information solely related to the renewal of the crediting period.

237. If a post-registration change becomes effective either before or after the renewal of the crediting period, it shall not be included in a request for renewal of the crediting period. Instead, the post-registration change shall be submitted for the Supervisory Body approval separately in accordance with section 6 above before or after the submission of the request for renewal of the crediting period, respectively.

10.2.2. Validation of updated project design document

238. Activity participants shall submit the new version of the PDD to any DOE accredited in the relevant sectoral scope(s) and contracted by the activity participants to perform the validation for renewal of the crediting period.

239. The DOE shall validate that the updated project design complies with the relevant requirements in the activity standard and any other applicable Article 6.4 mechanism rules and requirements based on the information provided in the new version of the PDD and any supporting documentation it has received from the activity participants and any further information obtained during the validation activity. The DOE shall prepare a validation report, in accordance with the validation and verification standard, using the "Validation report form for renewal of the crediting period for projects".

240. For the purpose of potential selection of the validation activity for performance assessment of the DOE in accordance with the "Article 6.4 accreditation procedure", the DOE shall notify the secretariat, through a dedicated interface on the UNFCCC website, of the scheduled site inspection for the A6.4 project, which is to be conducted in accordance with the validation and verification standard, no later than four weeks prior to the inspection.

10.2.3. Submission of request for renewal

241. The DOE shall submit a request for renewal of the crediting period to the secretariat, after validating that the project design updated for renewal of the crediting period and described in the new version of the PDD meets all applicable requirements for renewal of the crediting period in the activity standard and any other applicable Article 6.4 mechanism rules and requirements. The request for renewal shall be submitted through a dedicated interface on the UNFCCC website, including the reference to the notification of the timing of the site inspection made in accordance with paragraph 240 above, along with the following attachments:

    (a) The new version of the PDD prepared by the activity participants in accordance with paragraph 235 above and validated by the DOE in accordance with paragraph 239 above;

    (b) The validation report prepared by the DOE in accordance with paragraph 239 above.

242. A request for renewal of the crediting period shall be submitted no earlier than 270 days prior to, but no later than one year after, the expiration of the crediting period. If a submission was made after this deadline, the crediting period of the project may no longer be renewed. The secretariat shall send a reminder to the activity participants 270 days prior to the expiry of the crediting period, including information on the consequence of missing the deadline.

243. Notwithstanding paragraph 242 above, for projects that transitioned from the UNFCCC Clean Development Mechanism (CDM) to the Article 6.4 mechanism in accordance with the "Procedure for transition of CDM activities to the Article 6.4 mechanism", if the crediting period ended or will end after 31 December 2020, the request for renewal of the crediting period shall be submitted within one year of the approval by the Supervisory Body of the transition to the Article 6.4 mechanism or within one year of the applicable Article 6.4 methodology becomes available, whichever occurs later.

244. The secretariat shall issue a statement of the renewal fee due, or confirmation that no renewal fee is due, determined in accordance with the provisions on the renewal fee contained in Appendix 1, and shall communicate it to the DOE.

245. The process for payment of the renewal fee by the activity participants, submission of a proof of payment by the DOE, and the consequence of no payment of the renewal fee by the deadline, shall follow the corresponding provisions for the registration fee outlined in paragraph 70−73 above, mutatis mutandis. If the secretariat does not receive the deposit of the renewal fee by the one-year deadline, the crediting period of the A6.4 project may no longer be renewed in accordance with the condition referred to in paragraph 242 above.

10.2.4. Processing of request for renewal

246. For processing of the request for renewal of the crediting period, the provisions in section 5.1.2 above shall apply mutatis mutandis.

10.2.5. Requesting review of request for renewal

247. For requesting review of the request for renewal of the crediting period, the provisions in section 5.1.3 above shall apply mutatis mutandis.

10.2.6. Finalizing request for renewal if no request for review

248. For finalizing the request for renewal of the crediting period if no request for review is received by the secretariat within the 28-day deadline, the provisions in section 5.1.4 above shall apply mutatis mutandis, except for the start of the new crediting period, which shall be the day immediately following the end of the previous crediting period in accordance with paragraph 233 above regardless of when the renewal of the crediting period is approved by the Supervisory Body.

10.2.7. Review of request for renewal of crediting period

249. For a review of the request for renewal of the crediting period, the provisions in section 5.2 above shall apply mutatis mutandis.

10.2.8. Withdrawal of request for renewal of crediting period

250. For a withdrawal of the request for renewal of the crediting period, the provisions in section 5.3 above shall apply mutatis mutandis.

11. Voluntary deregistration of project

11.1. Submission of request for deregistration

251. Activity participants of a registered A6.4 project may submit to the secretariat, through the focal point for scope (c) referred to in paragraph 34 above, a request for deregistration of the project through a dedicated interface on the UNFCCC website, attaching written agreement of all activity participants of the deregistration using the “Project deregistration no-objection form”.

11.2. Processing of request for deregistration

252. The secretariat shall, as soon as possible, and in any case striving to do so within five days of receipt of the request for deregistration, conduct a completeness check of the request and attached written no-objections from all activity participants.

253. If the secretariat, during the completeness check, identifies missing information, it shall request the activity participants to revise the request and/or submit revised written no-objections, providing the missing information. In this case, the activity participants shall revise the request and/or submit revised written no-objections through the dedicated interface on the UNFCCC website. Upon receipt of the complete request and written no-objections, the secretariat shall resume processing the request.

254. Upon conclusion of the completeness check, the secretariat shall notify the activity participants of the conclusion of the completeness check and publish the request for deregistration on the UNFCCC website. The request for deregistration shall be deemed received by the Supervisory Body.

255. The secretariat shall promptly inform the Supervisory Body of the receipt of the request for deregistration and mark the A6.4 project as “deregistered’’ on the UNFCCC website.

256. The secretariat shall inform the host Party and other participating Parties of the deregistration of the A6.4 project.

11.3. Effects of deregistration

257. The effective date of deregistration shall be the date when the secretariat received a complete submission of the request for deregistration.

258. A DOE may submit a request for issuance of A6.4ERs in accordance with section 9.1.1 above for the deregistered A6.4 project for the period prior to the effective date of deregistration.

259. A DOE shall not make any request for issuance that covers the monitoring period including any date that is on or after the effective date of deregistration. The mechanism registry administrator shall not issue A6.4ERs for the deregistered A6.4 project for the period from the effective date of deregistration.

260. An A6.4 project that has been deregistered may not be reregistered under the Article 6.4 mechanism or included as a component project activity in a registered A6.4 programme of activities.

261. The registration fee shall not be reimbursed for a deregistered A6.4 project.

11.4. Administration period

262. During the period from the effective date of deregistration of an A6.4 project until the date that is three calendar years later:

(a) The secretariat shall communicate with the activity participants, the host Party and other participating Parties in order to assist them to settle outstanding matters in relation to the deregistered A6.4 project, including the completion of all issuance requests and forwarding requests in respect of GHG emission reductions or net GHG removals achieved prior to the effective date of deregistration, and such other steps as are necessary to ensure the completion of outstanding matters in relation to the deregistered A6.4 project;

(b) Each activity participant may, after the effective date of deregistration, where necessary, be treated as if it were still an activity participant by the Supervisory Body and the secretariat for the purposes of the activity standard and this procedure in order to allow the secretariat to process instructions relating to GHG emission reductions or net GHG removals achieved prior to the effective date of deregistration from such activity participant in relation to the deregistered A6.4 project.

12. Withdrawal of approval of project or authorization of activity participant

12.1. Withdrawal of approval of project or authorized activity participant

12.1.1. Submission of withdrawal notification

263. The host Party of a proposed or registered A6.4 project may, through its DNA, submit a notification to the secretariat to withdraw the approval of the project or the authorization of any of the activity participants made in accordance with paragraphs 23–24 above any time through a dedicated interface on the UNFCCC website, providing the following information:

(a) The project title and its unique UNFCCC reference number;

(b) The type of withdrawal (either withdrawal of approval of project or withdrawal of authorization of activity participants);

(c) The names of activity participants to whom the withdrawal of authorization applies (if the withdrawal only relates to the authorization of activity participants);

(d) The effective date of the withdrawal, which shall be at least 60 days after the date of the notification of the withdrawal unless the host Party specifies an earlier date with justification;

(e) The reason(s) for the withdrawal.

264. Other participating Parties may withdraw the authorization of activity participants made in accordance with paragraph 26 above, through their DNAs, any time through the dedicated interface on the UNFCCC website, providing the information listed in paragraph 263(a)−(e) above.

265. Upon receipt of the withdrawal notification, the secretariat shall promptly inform the affected activity participants of the notification and check whether the information provided is complete. If found incomplete, the secretariat shall request the DNAs of the Parties submitting the withdrawal to provide the missing information.

266. The secretariat shall publish the withdrawal of the approval of the project and/or the authorization of activity participants on the UNFCCC website on the effective date of the withdrawal.

267. If the host Party withdraws the approval of the project:

(a) If the effective date of the withdrawal is before the DOE submits a request for registration of the project in accordance with paragraph 67 above, such request may not be submitted;

(b) If the effective date of the withdrawal is after the DOE has submitted ~~of~~ a request for registration but before the final decision of the Supervisory Body on the request, the request shall not be processed;

(c) If the effective date of the withdrawal is after the final decision of the Supervisory Body to register the project, the provisions outlined in paragraph 268 below shall apply.

12.1.2. Impact of withdrawal of approval of project or authorized activity participant

268. For a registered A6.4 project from which the host Party withdrew its approval, requests for issuance of GHG emission reductions or net GHG removals achieved by the project before to the effective date of the withdrawal may still be submitted until the deadline specified in paragraph 177 above. Consequently, the A6.4ERs may be issued in accordance with sections 7 and 9 above. In this case, requests for issuance shall not cover a monitoring period from the effective date of the withdrawal of the approval of the project.

269. For a registered A6.4 project from which the host Party or other participating Parties only withdrew the authorization of one or more activity participants, requests for issuance for GHG emission reductions or net GHG removals achieved by the project may still be submitted until the deadline specified in paragraph 177 above. Consequently, the A6.4ERs may be issued in accordance with sections 7 and 9 above, as long as one activity participant authorized by the host Party remains. For the purpose of requests for issuance and distribution of A6.4ERs, the activity participants whose authorization was withdrawn shall be treated as if they were still activity participants of the project for the monitoring period prior to the date of the withdrawal of the authorization.

13. Appeals and grievances

270. Stakeholders, the activity participants, the host Party and other participating Parties, through their DNAs, may appeal decisions of the Supervisory Body or request that a grievance be addressed in accordance with paragraphs 89, 103, 198 and 214 above and the “Procedure: Appeal and grievance processes under the Article 6.4 mechanism”.

Appendix 1. Fee schedule

1. Background

1. This Appendix outlines the fee rates payable by the activity participants of a proposed or registered Article 6, paragraph 4, mechanism projects (A6.4 projects). These fees are intended to cover the administrative expenses for processing requests submitted at various stage of the Article 6, paragraph 4, mechanism (the Article 6.4 mechanism) activity cycle. This Appendix also details the rules of reimbursement of paid fees where requests are withdrawn by the submitting designated operations entities (DOEs), concluded as incomplete by the secretariat, or rejected by the Supervisory Body.

2. The fee types and rates are set based on the decisions made by the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) relating to the share of proceeds to cover administrative expenses as outlined in decision 3/CMA3, annex, paragraphs 48, and chapter VII, as elaborated in decision 7/CMA.4, annex I, chapter V.

2. General

3. In accordance with the relevant sections of this procedure, fees outlined in this Appendix shall be paid at the time of submission of the respective requests. The initiation of processing of a request shall be subject to the payment of the fee.

4. All fees referred to in this Appendix shall be waived for projects hosted in the least developed countries and small island developing States.

5. The Supervisory Body may adjust and implement the fee structure and levels within the boundary set by the CMA in its decision 7/CMA.4, annex I, chapter V, on the basis of the guiding principles of balancing the income and the expenditure, enabling long-term sound operation of the Article 6.4 mechanism, being fair to activity participants, ensuring administrative efficiency and providing predictability to activity participants and the Supervisory Body.

3. Registration fee

6. The fee for a request for registration of a proposed A6.4 project (the registration fee) shall be fixed and tiered based on the estimated annual average greenhouse gas (GHG) emission reductions or net GHG removals over the first crediting period, if it is renewable, or over the entire crediting period, if it is fixed, as follows:

    (a) USD 1,500 for a project achieving annual average GHG emission reductions or net GHG removals over the (first) crediting period of up to 15,000 tonnes of carbon dioxide equivalent (t CO_2 eq);

    (b) USD 5,000 for a project achieving annual average GHG emission reductions or net GHG removals over the (first) crediting period of between 15,001 and 50,000 t CO_2 eq;

(c) USD 10,000 for a project achieving annual average GHG emission reductions or net GHG removals over the (first) crediting period exceeding 50,000 t CO_2 eq.

7. If the request for registration is withdrawn by the DOE, concluded as incomplete by the secretariat, or rejected the Supervisory Body in accordance with this procedure, the paid registration fee shall be reimbursed to the activity participants in the following manner:

(a) Reimbursement in full if the request is withdrawn by the DOE before the secretariat starts the completeness check stage, or removed due to the withdrawal of host Party approval;

(b) Reimbursement of any amount above USD 1,500 if the request is withdrawn by the DOE or concluded as incomplete by the secretariat at the completeness check stage, provided that the request is not resubmitted for registration within the timeframe referred to in paragraph 77 of the main part of this procedure;

(c) Reimbursement of any amount above USD 5,000 if the request is withdrawn by the DOE or concluded as incomplete by the secretariat at the substantive check stage, provided that the request is not resubmitted for registration within the timeframe referred to in paragraph 80 of the main part of this procedure;

(d) No reimbursement if the request is withdrawn by the DOE after the substantive check stage or rejected by the Supervisory Body.

4. Deviation from elements and criteria of the A6.4 SD Tool consideration fee

8. The fee for consideration of a request for deviation from elements and criteria of the A6.4 SD Tool shall be set at USD 1,500 per request.

9. If the request for deviation from elements and criteria of the A6.4 SD Tool is withdrawn by the DOE, concluded as incomplete by the secretariat, or rejected the Supervisory Body, the paid deviation fee shall be reimbursed to the activity participants in the following manner:

(a) Reimbursement in full if the request is withdrawn by the DOE before the secretariat starts the completeness check stage in accordance with this procedure;

(b) No reimbursement if the request is withdrawn by the DOE after the secretariat starts the completeness check stage.

5. Post-registration change fee

10. The fee for a request for approval of post-registration change to a registered A6.4 project (the post-registration change fee) shall be set at USD 1,500 per request.

11. If the post-registration change increases the scale of the project to bring the scale to a higher tier of the registration fee, the difference between the paid registration fee calculated in accordance with paragraph 6 above and the newly calculated fee shall be paid in addition to the post-registration change fee. For any other post-registration changes, any portion of the paid registration fee shall not be reimbursable.

12. If the request for approval of post-registration change is withdrawn by the DOE, concluded as incomplete by the secretariat, or rejected the Supervisory Body, the paid post-registration fee shall be reimbursed to the activity participants in the following manner:

    (a) Reimbursement in full if the request is withdrawn by the DOE before the secretariat starts the completeness check stage in accordance with this procedure;

    (b) No reimbursement if the request is withdrawn by the DOE after the secretariat starts the completeness check stage.

6. Issuance fee

13. The fee for a request for issuance of Article 6, paragraph 4, emission reductions (A6.4ERs) for a registered A6.4 project (the issuance fee) shall be a proportional levy to the amount of A6.4ERs requested for issuance, set at USD 0.15 per A6.4ER requested for issuance.

14. If the request for issuance is withdrawn by the DOE, concluded as incomplete by the secretariat, or rejected the Supervisory Body in accordance with this procedure, the paid issuance fee shall be reimbursed to the activity participants in the following manner:

    (a) Reimbursement in full if the request is withdrawn by the DOE before the secretariat starts the completeness check stage;

    (b) Reimbursement of any amount above USD 1,500 if the request is withdrawn by the DOE or concluded as incomplete by the secretariat at the completeness check stage, provided that the request is not resubmitted for issuance within the timeframe referred to in paragraph 187 of the main part of this procedure;

    (c) Reimbursement of any amount above USD 5,000 if the request is withdrawn by the DOE or concluded as incomplete by the secretariat at the substantive check stage, provided that the request is not resubmitted for issuance within the timeframe referred to in paragraph 190 of the main part of this procedure;

    (d) Reimbursement of any amount above USD 10,000 if the request is withdrawn by the DOE any time after the substantive check stage or rejected by the Supervisory Body.

15. If, as a result of the substantive check by the secretariat or the review by the Supervisory Body of the request for issuance, the quantity of A6.4ERs to be issued changed from that in the initial request for issuance, the activity participants or the secretariat shall settle the difference in the issuance fees if the difference is more than USD 300.

7. Renewal fee

16. The fee for a request for renewal of the crediting period of a registered A6.4 project (renewal fee) shall be at the same rate as the registration fee specified in paragraph 6 above, based on the scale of GHG emission reductions or net GHG removals of the project.

17. If the request for renewal of the crediting period is withdrawn by the DOE, concluded as incomplete by the secretariat, or rejected the Supervisory Body in accordance with this procedure, the paid renewal fee shall be reimbursed to the activity participants in the same manner as referred to in paragraph 7 above.

Appendix 2. Indicative list of post-registration changes that may be suitable for approval under the issuance track

1. A request for approval of a post-registration change may be suitable to be submitted under the issuance track referred to in paragraph 122 of the main part of this procedure if it involves:

   (a) Corrections to project information[1] of a registered A6.4 project that does not affect the design of the project;

   (b) Temporary deviations from the registered monitoring plan provided that alternative monitoring arrangements that produce a conservative estimate of GHG emission reductions or net GHG removals are proposed;

   (c) Changes to the monitoring of a registered A6.4 project that have no material impact[2] on the applicability of the applied methodologies, other applied methodological regulatory documents, or the accuracy and completeness of the monitoring;

   (d) Changes to the project design of a registered A6.4 project that do not adversely impact any of the following:

      (i) The applicability or application of the applied methodologies, the applied standardized baselines and other applied methodological regulatory documents with which the project has been registered;

      (ii) The additionality of the project;

      (iii) The scale of the project.

- - - - -

[1] Such corrections may include, for example, typographical errors, location, and names and numbers of components.

[2] The same materiality thresholds for verification outlined in the validation and verification standard should apply.

Document information

Version	*Date*	*Description*
03.0	7 August 2025	SBM 017, Annex 3. Revision to: • Establish processes for deviations from elements and criteria of the A6.4 SD Tool. • Provide more flexibility for timelines for renewal of crediting and PoA periods for activities that successfully transitioned from the CDM taking into account availability of applicable methodologies.
02.0	14 February 2025	SBM 015, Annex 9. Revision to: • Introduce provisions to operationalize authorization process of the use of A6.4ERs; • Introduce provisions for LDCs and SIDS to optionally choose not to make use of the exemption from share of proceeds for adaptation; Introduce provisions for activity participants to submit a request for distribution of A6.4ERs instead of DOE.
01.0	2 November 2023	SB 008, Annex 6. Initial adoption

Decision Class: Regulatory
Document Type: Procedure
Business Function: A6.4 activity cycle
Keywords: A6.4 mechanism, A6.4 projects, activity cycle procedure