**COLCX Project Design Document**

**(Project name)**

This form applies to activities in the AFOLU sector.

|  |
| --- |
| **PROJECT DESIGN DOCUMENT** |
| Fill out this form following the instructions provided in each section. Follow the hierarchical structure of headings up to the third level and replicate the format of this table as many times as necessary. |
| **Basic Information** |
| Name of mitigation initiative |  |
| Mitigation Initiative ID |  |
| Date of completion of this form | dd/mm/yyyy |
| Sector and activity of the mitigation initiative |  |
| Name of the proponent of the mitigation initiative |  |
| Type of mitigation initiative | [ ]  Program [ ]  Project [ ]  Other  | Which? |  |
| Country of mitigation initiative |  |
| Start date of the mitigation initiative | dd/mm/yyyy |
| Crediting period applied | dd/mm/yyyy - dd/mm/yyyy |
| Methodology used (Source and version) |  |
| Annual GHG reductions or removals | Click or tap here to enter text. tCO2e/Year |
| Total GHG reductions or removals during the period | Click or tap here to enter text. tCO2e |
| Indicate contribution to Sustainable Development (SDG) | SDGs identified |

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IlLustraTIONS

**No illustration table elements are found.**

## Description of the Mitigation Initiative

### General description of the mitigation initiative

>>

**Instructions (delete this box when filling out the form):**

Provide the objective of the mitigation initiative and a general description of the emission reduction or removal activity, including: a brief indication of the location of the mitigation initiative, the technology or measures employed, the applicable limits, the baseline scenario, the estimated annual (average) and total GHG emission reductions during the crediting period, a brief description of how the mitigation initiative contributes to sustainable development, an indication of the developer of the mitigation initiative and an account of the main milestones achieved by the mitigation initiative.

### Location of the mitigation initiative

>>

**Instructions (delete this box when filling out the form):**

Provide details of the physical/geographical location of the mitigation initiative, including the physical address (country, department, municipality, city/town/community) and a map that clearly identifies where the project is located; also include coordinates that allow unique identification of the mitigation initiative (geographical coordinates should be presented in degrees, minutes, seconds and decimal format).

### Participants in the mitigation initiative

>>

Table 1. Participants in the mitigation initiative

|  |  |  |
| --- | --- | --- |
| **Participant's name** | **Participation role** | **Country of origin** |
| .. | .. | .. |
| … | … | … |
| … | … | … |

**Instructions (delete this box when filling out the form):**

Indicate in the table, the data of the participants involved in the mitigation initiative, including the proponent and owner among others, providing the contact information of each one of them.

### Legal ownership of the land

>>

**Instructions (delete this box when filling out the form):**

Provide a description of the ownership that exists over each area (piece of land) where the mitigation initiative is carried out, including legal titles, current land tenure conditions and rights to determine the real owner of the mitigation results that are achieved (e.g. in the form of carbon credits).

### Land eligibility

>>

**Instructions (delete this box when filling out the form):**

Describe how each area (portion of land) included in the boundaries of the mitigation initiative, where GHG removal activities will be carried out, is eligible according to the applicable provisions of both the COLCX program and the methodology to be applied.

### On-site environmental conditions

**Instructions (delete this box when filling out the form):**

Provide a description of the existing environmental conditions in each area (portion of land) included in the boundaries of the mitigation initiative, considering information regarding climatic data (average annual temperature in degrees Celsius, average annual precipitation in millimeters, ratio of extreme events or catastrophic weather events related to wind, frost and drought, as applicable), hydrology (water erosion; floods; inventories of water sources, wetlands, and catastrophic events, among others), soil (type of mineral or organic soil, soil fertility, soil depth, soil conditions such as erosion, contamination, salinity, soil acidity, desertification, history of soil use and management (intensity, frequency of plowing, type and level of inputs, etc.), ecosystems (type of mineral or organic soil, soil fertility, soil depth, soil conditions such as erosion, contamination, salinity, soil acidity, desertification, history of soil use and management (intensity, frequency of plowing, type and level of inputs, etc.)), ecosystems (type of natural or artificial ecosystem, agroecosystem, urban, terrestrial (highlands, mountains, lowlands), aquatic, types of vegetation, presence of rare or endangered species and their habitats, history of anthropogenic use of ecosystem resources (harvesting, firewood collection, grazing, controlled burning, among others) and whether or not they are degraded. No more than 10 pages in length.

>>

###  Measures to be considered by the mitigation initiative

>>

**Instructions (delete this box when filling out the form):**

Provide a description of the use given (existing or historical) to each area (portion of land) included in the boundaries of the mitigation initiative, including facilities, systems and equipment in operation.

A description of the measures to be considered by the mitigation initiative must also be provided, including a list of the species and varieties of vegetation to be used, the density/spacing of the plantation, the activities related to the nursery configuration (infrastructure, seed cultivation, among others), site and/or soil preparation (tillage, soil and/or moisture conservation, fencing, etc.), plantation or pasture management (fertilization, weeding, pest control, fire control, thinning, harvesting, etc.), and planting and grazing planning (planting schedule, survival rates, harvesting when applicable), among others.

### Treatment regarding non-permanence

>>

**Instructions (delete this box when filling out the form):**

Provide the approach to be taken to address the non-permanence of the GHG removal activity, in accordance with the applicable provisions of the COLCX program as well as the methodology to be applied.

### Statement of the nature of carbon credits

>>

**Instructions (delete this box when filling out the form):**

The procedures that the proponent and the stakeholders involved in the initiative carry out in the early stages of the project and during each certification period should be indicated. These procedures should include a review of the records of the various carbon certification programs, climate finance mechanisms and the host country's official registry systems for mitigation initiatives, to demonstrate that the initiative does not incur in double counting.

The roles and responsibilities of the parties involved in the follow-up process should be described, as well as the time frame in which each of the procedures will be carried out and the results obtained from the follow-up plan. Additionally, a mechanism for the resolution of possible double counting events during the accreditation period of the initiative must be described.

## Application of the Selected Methodology(ies)

### Description of the methodology(ies) and tool(s) applied

>>

**Instructions (delete this box when filling out the form):**

Submit the exact reference (name, number, title, version, etc.) of the selected methodology(ies) (COLCX program's own or approved by any GHG program), tools and other methodologies to which the selected methodology(ies) refer; include when applicable, the link to the website of the references of the methodologies, tools and other instruments applied.

### Conditions of applicability of the methodology(ies) and tool(s) selected

>>

**Instructions (delete this box when filling out the form):**

Provide a justification of the methodological selection, explaining how the mitigation initiative meets all applicability conditions of the methodology(ies) and tool(s) to be implemented, including a description of the documents and references that have been considered. Where relevant, an explanation of how it will be ensured that the mitigation initiative will meet the applicability conditions during the crediting period should be included.

### Description of the boundaries, carbon reservoirs and the greenhouse gases covered

>>

Table 2. Identification of reservoirs

| **Reservoir** | **Selection** | **Justification** |
| --- | --- | --- |
| Baseline | Reservoir 1 |  | … |
| Reservoir 2 |  | … |
| … |  | … |
| Project Scenario | Reservoir 1 |  | … |
| Reservoir 2 |  | … |
| … |  | … |

Table 3. Sources of GHGs from the mitigation initiative

| **Source** | **GHG** | **Incluided** | **Justification** |
| --- | --- | --- | --- |
| Baseline | Source 1 | CO2 |  |  |
| CH4 |  |  |
| N2O |  |  |
| Source 2 | CO2 |  |  |
| CH4 |  |  |
| N2O |  |  |
| … | … |  |  |
| Project Scenario | Source 1 | CO2 |  |  |
| CH4 |  |  |
| N2O |  |  |
| Source 2 | CO2 |  |  |
| CH4 |  |  |
| N2O |  |  |
| … | … |  |  |

**Instructions (delete this box when filling out the form):**

Establish the applicable boundaries, presenting a physical delimitation of the mitigation initiative, through a pictorial representation based on the description provided above, including the reservoirs, emission sources and GHGs considered, according to the methodology(ies) applied.

For the definition of the boundaries a pictorial representation should be included, corresponding to a flow diagram with all facilities, systems and equipment, streams and processes, including the data and parameters to be monitored. For the identification of reservoirs and GHGs use the tables defined for this purpose.

### Description of the baseline applicable to the mitigation initiative

>>

**Instructions (delete this box when filling out the form):**

Describe the baseline scenario applicable to the mitigation initiative, explaining and justifying the key assumptions and rationale, and how it has been determined, in accordance with the provisions of the COLCX standard, the methodology(ies) applied and the standardized baseline (where applicable). The description should consider relevant national and/or sectoral policies, regulations and circumstances.

When required, provide and explain all data, variables, parameters, data sources, etc., used to establish the baseline; include all relevant documentation and/or references.

### Demonstration of additionality

>>

**Instructions (delete this box when filling out the form):**

To demonstrate the additionality of the mitigation initiative, it must be clearly explained how the mitigation initiative meets the applicable criteria and provisions for demonstrating additionality in the Standard for COLCX Certification of Mitigation Initiatives and the Guide to Demonstrate Additionality COLCX.

The methodology(ies), tool(s), standardized baseline(s) applied and how the provisions for the demonstration of additionality defined therein are met should also be specified. Specific relevant technologies/measures that confer automatic additionality (where applicable) should also be specified.

When the procedure in the methodology(ies) and/or tool(s) applied involves several steps, describe how each step is applied, transparently documenting the outcome of each step; clearly indicate here the method selected to demonstrate additionality.

Important to include in the PDD form or in a separate annex, all data used (variables, parameters, assumptions, data sources, etc.) and how these serve to demonstrate the additionality of the mitigation initiative, providing relevant documentation or references.

### Determination of reductions or removals of greenhouse gas emissions

#### Explanation of the methodological application

>>

**Instructions (delete this box when filling out the form):**

The methodological options applied to the mitigation initiative must be explained and justified; from these, it must be explained how the methods or methodological steps defined in the methodology(ies) used and, where applicable, the standardized baseline applied, are applied to calculate baseline emissions, project emissions, leakage emissions and GHG reductions or removals. In all cases, the equations used to calculate GHG emissions and/or reductions or removals should be presented, as well as the criteria for the definition and/or selection of scenarios, reference cases or default values where applicable.

#### Fixed data and parameters for the period

|  |  |
| --- | --- |
| **Data / Parameter:** |  |
| Methodology(ies) applied |  |
| Units: |  |
| Description: |  |
| Measured, calculated or default data: |  |
| Data source: |  |
| Value applied: |  |
| Monitoring methods and equipment/technologies employed: |  |
| Method of calculation (if applicable): |  |
| Quality control and quality assurance procedures: |  |
| Purpose of the data: |  |
| Comments: |  |

Repeat the table as many times as needed.

**Instructions (delete this box when filling out the form):**

Information on data and parameters that will not be monitored but are determined prior to certification and registration of the mitigation initiative, and remain fixed throughout the accreditation period, must be submitted.

This information may include measured data, sampled data, or data collected from other sources (e.g., official statistics, expert judgment, proprietary data, IPCC, trade and scientific literature, etc.).

For each data or parameter, the table must be completed considering that when a series of data or multiple values are shown, a table must be used. If necessary, references to spreadsheets can be used.

For each data or parameter, the source of the information must be stated, indicating and justifying the choice of information, providing clear and valid references and, where appropriate, additional documentation.

When data and parameter values are based on measurements, a description of the measurement methods and procedures used (e.g. standards used) should be included, indicating the person/entity responsible for the measurement, the date of the measurement and the results of the measurement.

Regarding the purpose of the data, you must choose between the following options: calculation of the baseline, calculation of the project scenario or calculation of leakage.

#### Explanation of the ex-ante calculation of emission removals

>>

**Instructions (delete this box when filling out the form):**

The ex-ante calculation of baseline GHG removals, project removals (or where applicable direct calculation of GHG removals) and expected leakage emissions during the crediting period shall be presented, applying all equations provided in the applied methodology(ies) and tool(s). How each equation is applied should be documented in a manner that allows the calculation to be reproduced.

For data or parameters available prior to certification and registration of the mitigation initiative, the values described in the table in section B.6.2 should be used. Where data or parameters are not available prior to certification and registration of the mitigation initiative, the estimates contained in the table in section B.7.1 can be used.

In all cases a spreadsheet with the relevant data and results must be provided.

#### Summary of ex-ante calculated emissions reductions or removals

>>

**Instructions (delete this box when filling out the form):**

A summary of the results of the ex-ante calculation of GHG removals for all years of the crediting period of the mitigation initiative must be presented, using the table in the PDD form.

Table 4. Summary of ex-ante calculated emission reductions or removals.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Year | Baseline removals(tCO2e) | Current removals(tCO2e) | Leaks(tCO2e) | Net Emissions Removals(tCO2e) | Cumulative Emissions Removals(tCO2e) |
| Year 1 |  |  |  |  |  |
| Year 2 |  |  |  |  |  |
| Year … |  |  |  |  |  |
| Total |  |  |  |  |  |
| Years of Crediting period |  |
| Annual average over the Crediting period |  |  |  |  |  |

### Monitoring plan

>>

**Instructions (delete this box when filling out the form):**

The following sections should provide a detailed description of the monitoring plan applicable to the mitigation initiative, in accordance with the applicable provisions in the Standard for the COLCX Certification of Mitigation Initiatives, the methodology(ies) and tool(s) applied and any other instruments.

#### Data and parameters to monitor Ex-post)

|  |  |
| --- | --- |
| **Data / Parameter:** |  |
| Methodology(ies) applied |  |
| Units: |  |
| Description: |  |
| Measured, calculated or default data: |  |
| Data source: |  |
| Value applied: |  |
| Monitoring methods and equipment/technologies employed: |  |
| Frequency of monitoring or measurement: |  |
| Frequency of registration: |  |
| Calculation method (if applicable): |  |
| Quality control and quality assurance procedures: |  |
| Purpose of the data: |  |
| Comments: |  |

Repeat the table as many times as needed.

>>

**Instructions (delete this box when filling out the form):**

Detailed information should be included on how the data corresponding to the parameters will be collected during the monitoring process of the implemented mitigation initiative, according to the methodology(ies) and tool(s) applied.

For each parameter the information in the table should be completed, considering indicating the source(s) of data to be used (e.g. records, invoices, etc.), including the justification of the data sources that prevail, the value of each parameter determined as an estimate of the data that will be monitored during the crediting period of the mitigation initiative and that will be used to calculate the emission reductions or removals estimated in section B.6.3 and B.6.4.

For each data or parameter, the table must be completed considering that when a series of data or multiple values are shown, a table must be used. If necessary, references to spreadsheets can be used.

Quality control and quality assurance procedures to be implemented, including equipment and system calibration procedures where applicable, should be included.

Regarding the purpose of the data, you must choose between the following options: calculation of the baseline, calculation of the project scenario or calculation of leakage.

#### Other elements of the monitoring plan

>>

**Instructions (delete this box when filling out the form):**

In the event that the parameters to be monitored in section B.7.1. are determined by a different monitoring approach, a detailed description of such approach shall be provided, without substituting the obligation to complete the previous sections of the PDD regarding the monitoring of the parameters.

## Mitigation Initiative Timing Information

### Start date of the mitigation initiative

>>

**Instructions (delete this box when filling out the form):**

The start date of the mitigation initiative shall be indicated, presented in day/month/year format, and describe in detail how this has been determined in accordance with the definition of start date provided in the Standard for the COLCX Certification of Mitigation Initiatives. To support the validity of the date, the corresponding evidence shall be indicated and provided.

### Expected useful life of the mitigation initiative

>>

**Instructions (delete this box when filling out the form):**

The expected operational and/or technical life of the mitigation initiative should be indicated, presenting it in years and month’s format. To support the validity of the date, the corresponding evidence must be indicated and provided.

### Mitigation initiative crediting period

#### Beginning and end of the Crediting period

>>

**Instructions (delete this box when filling out the form):**

The expected start and end date of the crediting period for the mitigation initiative should be indicated in day/month/year format.

#### Duration of the Crediting period

>>

**Instructions (delete this box when filling out the form):**

The expected duration of the mitigation initiative's accreditation period should be indicated, presented in years and months, and determined in accordance with the COLCX Standard for the Certification of Mitigation Initiatives.

## Environmental Aspects

### Environmental impact analysis

>>

**Instructions (delete this box when filling out the form):**

Provide a summary of the environmental impacts of the mitigation initiative that have been analyzed, providing references to all related documentation and support.

### Environmental Impact Assessment and Management

>>

**Instructions (delete this box when filling out the form):**

A description of the mechanisms applied for the management of the identified environmental impacts should be provided; within the mechanisms are considered the Environmental Impact Assessment (EIA), the Environmental Management Plan or any other related instrument; in any of the cases, the reference documentation should be provided, in accordance with the applicable provisions of the country's requirements.

### Declaration of No Net Damage

>>

**Instructions (delete this box when filling out the form):**

The proponent must declare in this section that once its risks have been assessed and its mitigation measures for the impacts generated have been designed, its project activities during the accreditation period and useful life are aimed at reducing and eliminating the damage generated to the environment and society.

### Adaptation to climate change

>>

**Instructions (delete this box when filling out the form):**

Provide an analysis of how project activities contribute to mechanisms to adapt to climate change in accordance with existing policies and strategies in the project's area of influence. Indicate for the activities how the results of the implementation of the activity reduce risks from climate shocks and improve resilience in the area.

Finally, list means, indicators and frequencies to monitor and evaluate the results of the implementation of these actions.

## Social Aspects

### Aspects of Stakeholder Consultation

>>

**Instructions (delete this box when filling out the form):**

Describe the mechanisms and processes used to carry out the stakeholder consultation and explain how the provisions defined in the Guide for Stakeholder Consultation COLCX were complied with.

A summary of how the consultation(s) was (were) conducted should also be provided, including the scope of the consultation, the stakeholder group involved, the means of inviting stakeholders with evidence that invitations were sent, the information made available to stakeholders, and the direct positive and negative impacts identified and how they are addressed by the mitigation initiative.

### Treatment of stakeholder comments

>>

**Instructions (delete this box when filling out the form):**

A summary of the comments received during the stakeholder consultation should be presented, describing the nature of the comments (e.g. complaints, claims, requests, etc.).

It should also indicate how comments from local stakeholders have been taken into account, including a justification as to why comments were not addressed (where applicable).

### Social impact analysis

>>

**Instructions (delete this box when filling out the form):**

Provide a summary of the social impacts of the mitigation initiative that have been analyzed, providing references to all related documentation and support.

### Evaluation and management of environmental impacts

>>

**Instructions (delete this box when filling out the form):**

A description of the mechanisms applied for the management of the identified social impacts must be provided; within the mechanisms are considered the Participatory Social Assessment or any other related instrument; in any of the cases, the reference documentation must be provided, in accordance with the applicable provisions of the country's requirements.

## Contribution to Sustainable Development

### Aspects of the contribution to sustainable development

>>

**Instructions (delete this box when filling out the form):**

Information should be provided on how the proponent considers that the mitigation initiative contributes at a given level to sustainable development. This contribution can be stated in terms of the contribution to the achievement of the United Nations Sustainable Development Goals (SDGs), defining the SDGs, targets and indicators that the proponent considers relevant.

## Information Management, Authorizations and Approvals

### Authorizations and approvals granted to the mitigation initiative

>>

**Instructions (delete this box when filling out the form):**

Indicate whether the mitigation initiative requires any authorization from a national or international authority, and if so, provide evidence that such authorization has been received.

### Project information management

>>

**Instructions (delete this box when filling out the form):**

Explain how the project ensures quality, transparency and traceability in the information managed for its design and formulation, explaining the corresponding monitoring and control mechanisms, storage media and processes for updating data when these have continuous temporary or permanent changes.

The explanation must allow the interested parties to recognize the location, content and handling of the information involved, giving priority to the principle of transparency.

## Annexes

1. Proposer's Contact Information

>>

Table 5. Proposer's contact information.

|  |  |
| --- | --- |
| Proposer's name: |  |
| Country and city: |  |
| Address: |  |
| Phone: |  |
| Cell phone: |  |
| E-mail: |  |
| Website: |  |
| Name of contact person: |  |
| Position: |  |

**Instructions (delete this box when filling out the form):**

The table should be completed with the information of the proponent of the mitigation initiative.

1. Additional information on the applicability of the methodology(ies)

>>

**Instructions (delete this box when filling out the form):**

Further information on the applicability of the selected methodology(ies) and tool(s) can be provided.

1. Additional information on the ex-ante calculation

>>

**Instructions (delete this box when filling out the form):**

Additional information on the ex-ante calculation of GHG reductions or removals, such as data, measurement results, data sources, etc., can be included.

1. Additional information on the monitoring plan

>>

**Instructions (delete this box when filling out the form):**

Additional information used in developing the monitoring plan, which may include tables, documents, procedures, etc., can be provided.

1. Additional Information from Stakeholder Consultation

>>

**Instructions (delete this box when filling out the form):**

Further information can be provided on the stakeholder consultation processes that were carried out, including attendance lists, presentations made, documented comments, response communications, etc.

*(Signature of the proposer's representative)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of the proposer's representative:

Position of the proponent's representative:

Date of signature: dd/mm/yyyy

**---**

| **Control of changes to the PDD** |
| --- |
| ***Version*** | ***Date*** | ***Description*** |
| 1. 1.0
 | 1. dd/mm/yyyy
 | Initial version of the project document |
|  |  |  |
| **History of the COLCX form** |
| 1. 1.0
 | 1. 13/07/2023
 | Initial version. |
| 1. 2.0
 | 1. 13/01/2024
 | Adjustment to version 1.0. Environmental and social impact assessment, adaptation to climate change. |
|  |