

ZERO2NATURE project cycle procedure

Version 1.1

“Developed from the UNFCCC CDM conception”.



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ZERO2NATURE PROJECT CYCLE PROCEDURE

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1. OBJECTIVES

1. The objectives of the “ZERO2NATURE project cycle procedure (here and now this procedure)” are objectives:

- (a) Clarify the ZERO2NATURE project activity process regarding the submission of documents related to the registration of the proposed ZERO2NATURE activity and the consequent issuance of DTUs;
- (b) Guarantee the efficiency and integrity of ZERO2NATURE standard.

2. SCOPE AND APPLICABILITY

2. This procedure describes the administrative steps to be followed by project participants, certifiers and other stakeholders interested in the registration of a ZERO2NATURE project activity and its consequent issuance of DTUs.

3. TERMS AND DEFINITIONS

3. In addition to the definitions contained in the “Glossary of terms ZERO2NATURE”, the following interpretations apply to this procedure:

- (a) “Shall” is used to indicate requirements to be followed;
- (b) “Should”, when applied, indicates that among several possibilities, one course of action is particularly suitable;
- (c) “May” indicates what is permitted.

4. PRE-REGISTRATION ACTIVITIES

4.I. Considerations related to the ZERO2NATURE project activity

4. The COVID19-PREBIO-ZERO2NATURE project activities may, after registration, claim DTUs for the period beginning on 17 November 2019, provided that there is objective evidence related to the implementation of the project activity



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ZERO2NATURE that resulted in the registration. Furthermore, project participants must provide information that demonstrates that the resources from the commercialization of DTUs are essential to the implementation and continuity of the ZERO2NATURE project activity.

4.2. Publication of the project design document

4.2.I. Submission of the project design document

5. Project participants of the proposed ZERO2NATURE project activity must complete the PDD in accordance with the “ZERO2NATURE Standard” and submit it - along with supporting documentation - to an accredited Certifier, hired by the project participants, who will provide the services validation of the ZERO2NATURE project activity.

6. The Certifier must make the PDD public, through an interface on the ZERO2NATURE website, for consultation. For a period of 7 days, the general public will be allowed to post comments related to the ZERO2NATURE project activity submitted for validation.

7. In addition to the PDD, the Certifier must also make public, through the ZERO2NATURE website, the following information:

- (a) The name of the proposed ZERO2NATURE project activity;
- (b) The host country and the countries involved (if any) in the proposed ZERO2NATURE project activity;
- (c) The names of the project participants listed in the PDD, with whom the certifier has a contractual relationship to validate the proposed ZERO2NATURE project activity;
- (d) The negative emission reductions/removals in addition to the baseline indicated in the PDD;
- (e) The approved baseline and the methodology (ies) applied to the proposed ZERO2NATURE project activity;



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(f) References to any previous PDD publications for public comment on the ZERO2NATURE website;

(g) The date proposed as the start of the project and the duration of the first crediting period.

8. When submitting the registration request for the proposed ZERO2NATURE project activity, all project participants linked to the Certifier through a contract must be listed in the PDD. The certifier must remove those project participants who are listed in the published PDD for public consultation but who do not have a business relationship with them for validating the PDD at the time of the registration request.

9. The Certifier can restart the validation activity through a new or revised contract, with a different set of project participants:

(a) Indicating that the first validation contract has been terminated in accordance with paragraph 13 (a) below;

(b) Republishing the PDD for public consultation, in accordance with previous paragraphs 8 and 9.

10. At present, the ZERO2NATURE standard includes 18 sectoral scopes, to which Certifiers can apply for accreditation. The list of sectoral scopes, of the Certifiers accredited to each scope, as well as the methodologies and baselines approved specifically for the sectoral scopes can be found on the ZERO2NATURE website.

4.2.2. Submission and handling of public comments

11. Any parties can submit comments - in English- related to the ZERO2NATURE project activity. These comments should be posted on the ZERO2NATURE website. Commentators must provide names and contact details for the body or individual submitting the comment. In case of doubt, the Certifier must check the authenticity of the information.

12. The ZERO2NATURE website will post comments to the PDD and remove those that the Certifier determines to be false.



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4.3. Reporting validation status

13. Within 120 days following the end of the open period for submitting comments related to the PDD, the Certifier must issue - through the appropriate channel on the ZERO2NATURE website - a validation report. The Certifier may have one of the following statuses:

- (a) The validation contract has been terminated;
- (b) The Certifier issued a negative validation opinion;
- (c) The Certifier has raised one or more corrective actions or requests for clarification from the project participants or the Certifier seeks further clarification of the responses obtained from the project participants. In this case, the certifier must submit to the ZERO2NATURE exchange a summary of the issues raised and submit a final validation report within a maximum period of 45 days;
- (d) The Certifier issued a positive validation report.

4.4. Communication modalities

14. Participants in the ZERO2NATURE project activity must designate one or more individuals as focal point(s), who will carry out all communication between the project participants and the ZERO2NATURE system. All communication will be made through the form F-02N-MoC, available on the ZERO2NATURE website.

5. REGISTRATION OF A ZERO2NATURE PROJECT ACTIVITY

5.I. Registration request

5.I.I. Registration request submission

15. Once the Certifier concludes that the proposed project activity meets all the requirements of the ZERO2NATURE Standard, it must submit – through the appropriate channel on the ZERO2NATURE website- the application for registration of the proposed ZERO2NATURE project activity, using the form “Registration



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application form” F-02N-FSR, together with all documents on the “registration application checklist”.

16. The ZERO2NATURE system will issue a reference number for submitting the registration request and an invoice for the registration fee.

5.1.2. Registration request processing

17. Through the website, the ZERO2NATURE system keeps public the list of projects requesting registration whose registration fees are proven to be paid.

18. From the publication of the registration request, on the ZERO2NATURE website, the documentary checking process will begin. Within 7 days the project proponents and the Certifier will be informed if the necessary documentation for registration is complete.

19. If the documentation for registering the ZERO2NATURE project activity is incomplete, the ZERO2NATURE system will grant a maximum period of 30 days for the project proponents to submit the documents according to the ZERO2NATURE standard and other procedures and guidelines of the ZERO2NATURE process.

20. If, even after the extra thirty days granted, the documentary check still fails, the ZERO2NATURE system will issue a document informing the incompleteness. In this case, the registration request will be canceled.

21. Even if the application was canceled, a proposed ZERO2NATURE project activity may apply for a new registration request. In this case, the registration fee must be paid again and the document verification process will follow the same path presented in the previous paragraphs of numbers 18 to 20.

5.1.3. Registration of the ZERO2NATURE project activity

22. If the Technical Committee of the ZERO2NATURE system chooses, either the registration of the proposed ZERO2NATURE project activity or by rejecting it, the decision will be published on the ZERO2NATURE website, within a maximum period of 45 days, from the date of confirmation of the documentary completeness.



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6. POST-REGISTRATION ACTIVITIES

6.I. Changes to a registered ZERO2NATURE project activity

6.I.I. Submission of change approval request

23. A request for approval of changes that have occurred or will occur in a registered ZERO2NATURE project activity can be made under the following conditions:

- (a) Temporary deviation from the monitoring plan, as described in the registered PDD or
- (b) Permanent changes of the following types:
 - (i) Corrections;
 - (ii) Changes to the start date of the crediting period for the registered ZERO2NATURE project activity;
 - (iii) Permanent changes in the monitoring plan described in the registered PDD or in the monitoring methodology.

24. The process of requesting changes to the project must be formalized through a dedicated interface on the ZERO2NATURE system website. This process must be submitted by the Certifier.

25. The change approval request must contain:

- (a) Complete "Post-registration change request form" (F-02N-PRC);
- (b) An assessment by the certifier of the changes;
- (c) revised PDD, if applicable;
- (d) Supplementary documentation, if applicable.



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6.2.2. Processing the change approval request

26. A public list of all requests for changes to the ZERO2NATURE project activities will be maintained.

27. The process for evaluating the change approval request will be carried out by the ZERO2NATURE Technical Committee and the response will be issued within 45 days. The result of the evaluation of the change approval request will be published on a dedicated site on the ZERO2NATURE website.

7. PRE-ISSUANCE ACTIVITIES

7.1. Publication of the monitoring report

28. Participants in a registered ZERO2NATURE project activity must prepare a monitoring report (s) in accordance with the ZERO2NATURE standard and submit it, along with supporting documentation, to the Certifier hired by the project participants, to perform the work to verify monitored reductions/removals of negative emissions (diseconomies).

29. The Certifier must make the monitoring report publicly available, through a dedicated interface on the ZERO2NATURE website. The monitoring report must be published no later than 14 days after the date of the visit to the project site for verification or receipt of objective evidence that makes the visit to the project site unnecessary.

30. The monitoring report(s) published on the ZERO2NATURE website must provide the following information:

- (a) Name and reference number of the registered ZERO2NATURE project activity;
- (b) Link to the monitoring report;
- (c) Name of the Certifier hired by the project participants for verification;
- (d) Name of the Certifier that validated the registered ZERO2NATURE project activity.



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8. DISECONOMY TRADED UNITS ISSUANCE - DTUs

8.I. Issuance application

8.I.1. Submission of the issuance request

31. The Certifier must submit a request for the DTUs issuance through the “form for DTUs issuance”, only after verifying that the monitored reductions/removals of negative emissions meet the principles of the ZERO2NATURE standard and certify that the quantity of DTUs claimed in the monitoring report proceeds.

32. The Certifier must submit all documents on the checklist to request the issuance. Documents will be submitted through a dedicated interface on the ZERO2NATURE website.

8.I.2. Processing the issuance request

33. Through the website, ZERO2NATURE keeps the list of projects public requesting the issuance of ecological credits named Diseconomy Traded Units - DTUs.

34. As from the publication of the issuance application, on the ZERO2NATURE website, the documentary verification process will begin. Within 7 days, the project proponents and the Certifier will be informed if the necessary documentation for the issuance is complete.

35. After completing the documentary verification stage, ZERO2NATURE will inform the result to the Certifier and the project participants. If the issuance request does not meet the requirements of the check, the ZERO2NATURE system will publish the reason on its website. In this case, the Certifier may resubmit the issuance request with the revised documentation.

36. Once the documentary verification stage is completed, the report on the issuance of DTUs will be submitted within a maximum period of 20 days.

8.I.3. Finalizing the issuance request



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37. In the event of a positive opinion regarding the issuance request, the Technical Committee's registry administrator will issue the quantity of DTUs claimed in the issuance request to the Executive Committee, which is responsible for depositing them in the account that the project proponents have in the ZERO2NATURE system.

38. Project participants must pay the DTU issuance fee using the "DTU grant application form" (F-02N-FWD). The fee is available on the ZERO2NATURE website.

9. RENEWAL OF THE CREDITATION PERIOD

9.1. Preparation of the revised project

39. Project participants who want to renew the crediting period of a registered ZERO2NATURE project activity, must update the PDD, in accordance with the ZERO2NATURE standard.

9.2. Request for renewal of the crediting period

9.2.1. Submission of the renewal request for the crediting period

40. Project participants must notify the ZERO2NATURE system of their intention to request a renewal of the crediting period for the registered ZERO2NATURE project activity, submitting the updated PDD and informing the name of the chosen Certifier. The process must start at least 90 days and a maximum of 150 days before the date when the current crediting period expires.

41. There is no payment of any fees related to the renewal of the crediting period.

42. The Certifier will request the renewal of the crediting period through the "crediting period renewal request form" (F-02N-REN) together with the updated PDD and updated validation report.

9.2.2. Processing the request for renewal of the crediting period



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43. Processing of the request for renewal of the crediting period will take place in accordance with section 5.1.2, with the application of mutatis mutandis.

9.2.3. Finalizing the request for renewal of the crediting period

44. The accreditation period for a registered ZERO2NATURE project activity may be considered renewed 28 days after the publication of the renewal request for the accreditation period on the ZERO2NATURE website, unless - at least - two members of the Technical Committee request its review.

45. The start date of the new accreditation period should be the first after the end date of the previous crediting period.

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APPENDIX I. REGISTRATION FEE

1. Registration fees apply to the registration request for a ZERO2NATURE project activity and, between the years 2020 and 2021, this fee will be equal to fifteen thousand euros per registered ZERO2NATURE project activity.

2. Other than that:

(a) € 0.10 per DTU issued for the first 15,000 DTUs, the issuance of which was requested in a given year;

(b) € 0.20 per DTU issued for DTUs that exceed the initial 15,000 DTUs and whose issuance was requested in a given year.

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I.I	May 8, 2020	Revised- EC May 4, 2020
I.0	September 10, 2013	Procedure – Initial adoption



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