



**TEMPLATE**

**PROJECT ANNUAL REPORT FORM**

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**Contact Details**

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**SUMMARY**

Gold Standard Design Certified Projects are required to submit annual reports to share progress, key updates and confirm that the project is active. This template provides a standardised form to complete annual reporting. The annual reports are required for each monitoring year for which verification is not completed by the end of the following calendar year (section 5.1. (d), Annual Reporting, Gold Standard for the Global Goals [Principles and Requirements](#)). The Project Developer shall upload annual reports on the SustainCERT App.

**1| SCOPE AND APPLICABILITY:**

- 1.1.1 | The annual report form is applicable to all Gold Standard standalone projects and voluntary project activities (VPAs) of all scales. In case of a Programme of Activities, the Coordinating/Managing Entity may submit one combined annual report for multiple VPAs.
- 1.1.2 | **A/R Projects Only** - If the project is certified according to the Forest Stewardship Council (FSC), the Certification Status replaces the completion of this template. Please provide the FSC Audit Report and provide a reference to this supporting document in section 3| of this template. In addition, please provide evidence on how the project demonstrates conformity to Gold Standard [Safeguarding Principle](#) 3.8.1 on Water (FSC Certification is not deemed as evidence that this Principle is met). For further guidance refer to

the section “FSC Dual Certification” in the [Land Use and Forests Activity Requirements](#).

## 2| ENTRY INTO FORCE

- 2.1.1 | The annual report form:
- a. is available for use by all projects from its release date.
  - b. shall be used for annual reports submitted after 15/11/2022.

## 3| TIMING FOR ANNUAL REPORT SUBMISSION

- 3.1.1 | As per section 5.1 of the Principles and Requirements, annual reports:
- a. are due until end of next calendar year for which the verification is not completed.
  - b. Are still required by the end of the calendar year if a verification is in progress but not complete.

For example:

Examples - Project Status	Annual report submission
No monitoring report submitted yet, project start date in 2019	by end of 2020
Last monitoring period end: 01 January 2019	by end of 2020
Last monitoring period end: 01 December 2019	by end of 2020
Verification report submitted for monitoring period 01 June 2018 to 31 May 2019	for 01 June 2019 to 31 December 2020 by end of 2020
Last monitoring period end: 01 December 2019, last annual report covering 01 December 2019 to 01 December 2020	by end of 2021


- 3.1.2 | The Project Developer shall upload the annual report(s) on the SustainCERT App to complete the submission. Note that the annual report shall be made public upon submission.

<b>1  PROJECT(S) INFORMATION</b>	
<i>Please identify the project activity, Programme of Activity, and/or Voluntary Project Activity/ies (henceforth called 'project') and the reporting period to which this annual report applies.</i>	
<b>1.1   Title of Project/ VPA(s)</b> If you are submitting an annual report for a project or number of VPAs, please include the name of the all VPAs as well.	Afforestation Project in Tongliao, Inner Mongolia
<b>1.2   GS ID(s)</b>	GS3031
<b>1.3   GS Registry project link(s)</b>	<a href="https://registry.goldstandard.org/projects/details/1205">https://registry.goldstandard.org/projects/details/1205</a>
<b>1.4   Date of completion of the report</b>	05-Dec-2023
<b>1.5   Which monitoring period is the annual report being submitted for?</b>	01-Jan-2022 – 31-Dec-2022
<b>1.6   Is a verification in progress for this monitoring period?</b> Annual reports are still required by the end of the calendar year if a verification is in progress but not complete. Refer to <a href="#">Principles and Requirements</a> 5.1.39 and 5.1.42	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>2  ANNUAL REPORT</b>	
<i>Please use this section to provide a brief summary of the progress of the project(s) during the reporting period and a summary of the monitoring information obtained.</i>	
<b>1.7   Has the project been actively implemented/operated during the monitoring period (Q1.5) this report refers to?</b>	<input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> No <i>If no, please elaborate:</i>

<p><b>1.8  </b> Please list the recent activities, events and actions related to the project that summarize the project's progress during the monitoring period this report refers to.</p>	<p>The planting and maintenance work were implemented as described in PD. Table below indicate the main events for the project:</p>														
<p>This may include milestones in implementation, calibration of equipment, carrying out of surveys or monitoring activities, Host Country approvals, etc. Refer to: <a href="#">Principles and Requirements 5.1.42.(a)</a></p>	<table border="1"> <thead> <tr> <th data-bbox="702 353 1069 403">Events</th> <th data-bbox="1069 353 1436 403">Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="702 403 1069 488">the project started date (planting start date)</td> <td data-bbox="1069 403 1436 488">11-Apr-2014</td> </tr> <tr> <td data-bbox="702 488 1069 566">registered as Gold Standard Project</td> <td data-bbox="1069 488 1436 566">23-Nov-2015</td> </tr> <tr> <td data-bbox="702 566 1069 645">planting start date of the new area</td> <td data-bbox="1069 566 1436 645">18-Apr-2016</td> </tr> <tr> <td data-bbox="702 645 1069 730">1<sup>st</sup> monitoring period under GS rules</td> <td data-bbox="1069 645 1436 730">11-Apr-2014 to 31-Dec-2020</td> </tr> <tr> <td data-bbox="702 730 1069 813">1<sup>st</sup> GS-VER issued and New Area included</td> <td data-bbox="1069 730 1436 813">06-Aug-2021</td> </tr> <tr> <td data-bbox="702 813 1069 929">2<sup>nd</sup> monitoring period under GS rules</td> <td data-bbox="1069 813 1436 929">Verification for this monitoring period is in process</td> </tr> </tbody> </table>	Events	Date	the project started date (planting start date)	11-Apr-2014	registered as Gold Standard Project	23-Nov-2015	planting start date of the new area	18-Apr-2016	1 <sup>st</sup> monitoring period under GS rules	11-Apr-2014 to 31-Dec-2020	1 <sup>st</sup> GS-VER issued and New Area included	06-Aug-2021	2 <sup>nd</sup> monitoring period under GS rules	Verification for this monitoring period is in process
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<p><b>1.9  </b> Have there been any changes to the continuous input/grievance mechanism during the monitoring period this report refers to?</p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> <b>No</b></p> <p><i>If yes, please ensure that all stakeholders are informed of the new way to provide continuous inputs or file grievances.</i></p>														
<p><b>1.10  </b> Has there been any input/feedback or grievance provided by stakeholders after the validation stage and during the monitoring period this report refers to?</p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><i>If yes, please fill out the table below.</i></p>														
<p>Refer to <a href="#">Principles and Requirements 5.1.42.(c)</a></p>															

Stakeholder Engagement Report					
Date	Comment	Action point from Project Owner	Response From Project Owner	Responsible person for the issue	Issue resolved?
20220719	Local villagers thought the project was quite successful and they support it. During the entire implementation period, their opinions are fully received and they are fully involved. They felt that the local environment was significantly improved. They hope to maintain the status quo.	Further maintenance and monitoring of the project, and apply for carbon credits issuance.	The 2nd monitoring and verification of the project is in process	Ding Wenjun +86 2162462036 dingwenjun@climatebridge.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>1.11  </b> Have there been any incidents or events that may impact the Outcomes/Impacts delivered to date (in terms of loss) or the ongoing Performance of the Project.</p> <p>Refer to <a href="#">Principles and Requirements 5.1.4.2.(d)</a></p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>No</b> <i>If yes, please elaborate:</i>			
<p><b>1.12  </b> Have any legal contests/disputes arisen related to the project?</p> <p>Refer to <a href="#">Principles and Requirements 5.1.4.2.(e)</a></p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>No</b> <i>If yes, please elaborate:</i>			
<p><b>1.13  </b> Have there been any updates to the Key Project Information, Project Design Document, Monitoring &amp; Reporting Plan?</p> <p>Refer to <a href="#">Principles and Requirements 5.1.4.2.(f)</a></p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>No</b> <i>If yes, please refer to the section <a href="#">错误!未找到引用源。</a> below</i>			

<p><b>1.14  </b> Please provide a summary of the monitoring information collected during the year.</p>	<p>During October and November in 2022, the project monitoring team from Shanghai Roots &amp; Shoots and Climate Bridge (Shanghai) Ltd. investigated the biodiversity, vegetation coverage in the project area with help of local farmers. The survey results show that in 2022, rainfall was very frequent in the summer in Tongliao. The rainy weather was beneficial for the trees to grow, so most of the forests were preserved better than before.</p>
<p>Please only provide information on those indicators monitored during the reporting period. Indicators monitored once per monitoring period are not necessary to be included here. Refer to <a href="#">Principles and Requirements</a> 5.1.42.(g)</p>	<div data-bbox="815 495 1318 869" data-label="Image"> </div> <p data-bbox="863 884 1272 920">Figure 1 Site sampling photos</p>
<p><b>1.15  </b> (For LUF projects) Have there been any updates to the 'Project Participants and Secured Titles?'</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>No</b></p>
<p>Please ensure that at all times the project is in compliance with section 2 (b) of the Land Use and Forests Activity Requirements. Refer to <a href="#">Principles and Requirements</a> 5.1.4.2.(h)</p>	
<p><b>3  SUPPORTING DOCUMENTATION/EVIDENCE</b></p>	
<p><b>0.16  </b> Please list any supporting documentation or evidence provided along with this annual report  Refer to <a href="#">Principles and Requirements</a> 5.1.4.2.(f)</p>	<p>N/A</p>
<p><b>4  DECLARATION OF CORRECT PROJECT INFORMATION</b></p> <p><input checked="" type="checkbox"/> I, the undersigned, attest to the accuracy of the information provided in this Annual Report</p> <p><input checked="" type="checkbox"/> I, the undersigned, understand that annual reporting does not represent certification nor any decision-making or agreement to any design change by gold standard. Annual reporting is intended as an opportunity to share progress and track key updates and confirms to Gold Standard that the project remains active. With formal review of conformity to requirements; any changes in approach shall be undertaken at performance certification only.</p>	

<b>Project Developer/Representative Entity</b>	Climate Bridge (Shanghai) Ltd.
<b>Signatory names</b>	Gao zhiwen
The signatory shall be an individual with legal signing authority within the Project Developer's organization Refer to <a href="#">Principles and Requirements</a> 5.1.43	
<b>Signature</b>	
The Project Developer shall attest to the accuracy of the information provided by its signature on the Annual Report Refer to <a href="#">Principles and Requirements</a> 5.1.43	

## DOCUMENT HISTORY

Version	Date	Description
1.0	01/07/2017	Initial Adoption
1.1	01/03/2018	Editorial changes
2.0	16/08/2022	<ul style="list-style-type: none"> <li>- Introduced a checklist format with guidance and references.</li> <li>- Added clarification on timelines and conditions for submission of annual reports and other communication to Gold Standard.</li> <li>- Changed title to differentiate from other annual report templates.</li> </ul>