



**Gold Standard**<sup>®</sup>  
for the Global Goals

## 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 5| 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.

## 1| PROJECT(S) INFORMATION

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.

<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.	Africa Biogas Carbon (ABC) Programme – Uganda- VPA 003
<b>1.2   GS ID(s)</b>	GS4236
<b>1.3   GS Registry project link(s)</b>	<a href="https://registry.goldstandard.org/projects/details/1646">https://registry.goldstandard.org/projects/details/1646</a>
<b>1.4   Date of completion of the report</b>	13/12/2022
<b>1.5   Which monitoring period is the annual report being submitted for?</b>	01/05/2021 – 18/04/2022 (both dates inclusive)
<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

## 2| ANNUAL REPORT

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.

<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 If no, please elaborate:
<b>1.8   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.</b>  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</a> 5.1.42.(a)	<ul style="list-style-type: none"> <li>• The function of the CME for the African Biogas Carbon (ABC) Programme was transferred from the Hivos Foundation to the Africa Bioenergy Programs Limited. This was done in February 2022. ABPL opened a Gold account/SC account to fully execute its role as PoA and all VPAs included.</li> <li>• In March and April 2022 the Center for Integrated Research and Community Development Uganda (CIRCODU) conducted monitoring surveys for VPA003 at the request of Biogas Solutions Uganda Limited (BSUL).</li> <li>• Usage survey - 437 households were sampled from a total population of 11,145 households. Interviews were conducted by third party CIRCODU. The average usage rate was 60.4%. This was mainly attributed to technical issues/system failure. As a result of this, BSUL has taken up efforts to follow up on repairs and maintenance of digesters.</li> </ul>

	<ul style="list-style-type: none"> <li>In November-December 2021 a baseline survey at a sample of over 130 households to meet the minimum 100 household sample required was carried out to reestablish the baseline scenario for renewal of the crediting period. Survey questionnaires were prepared by BSUL and carbon consultant and programmed into the app TaroWorks. The survey was implemented by third party CIRCODU. Households without biodigesters, but with similar characteristics to the biodigester households were visited during November and December 2021 to collect the information as required under the GS Methodology Technologies and Practices to Displace Decentralized Thermal Energy Consumption V3.1</li> </ul>
<b>1.9  </b> Have there been any <b>changes to the continuous input/grievance mechanism</b> during the monitoring period this report refers to?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>No</b> <i>If yes, please ensure that all stakeholders are informed of the new way to provide continuous inputs or file grievances.</i>
<b>1.10  </b> Has there been any <b>input/feedback or grievance</b> provided by stakeholders after the validation stage and during the monitoring period this report refers to?  Refer to <a href="#">Principles and Requirements 5.1.42.(c)</a>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please fill out the table below.</i> <ul style="list-style-type: none"> <li>The grievance process is fully automated on salesforce, where all comments during the reporting period are captured using TaroWorks in real time. This includes details of the comments received, from who, who is responsible for following up and whether the issue is addressed or not.</li> <li>The Grievances are tracked in the excel sheet: <i>Final MPIV Grievances.xlsx</i></li> </ul>

Stakeholder Engagement Report					
Date	Comment	Action point from Project Owner	Response From Project Owner	Responsible person for the issue	Issue resolved?
DD/MM/YYYY	Describe the comment received	Changes expected by the stakeholder	How you will resolve the issue/ Whether you find the issue relevant to be addressed	Person who will take/took the responsibility for resolving and monitoring of the issue	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input 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>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> <b>No</b></p> <p><i>If yes, please elaborate:</i></p>																																					
<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>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> <b>No</b></p> <p><i>If yes, please elaborate:</i></p>																																					
<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>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> <b>No</b></p> <p><i>If yes, please refer to the section <a href="#">Further communication with Gold Standard</a> below</i></p>																																					
<p><b>1.14  </b> Please provide a summary of the monitoring information collected during the year.</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.</p> <p>Refer to <a href="#">Principles and Requirements 5.1.42.(g)</a></p>	<table border="1"> <thead> <tr> <th data-bbox="699 969 954 1055">Data/parameter</th> <th colspan="2" data-bbox="962 969 1425 1055">Value obtained in this monitoring period</th> </tr> </thead> <tbody> <tr> <td data-bbox="699 1066 954 1151">Percentage of biogas users who use slurry as a fertilizer</td> <td colspan="2" data-bbox="962 1066 1425 1151">93.3</td> </tr> <tr> <td data-bbox="699 1162 954 1339">Perceived improvement in health by the user (incidence of eye problems and respiratory illness)</td> <td data-bbox="962 1162 1161 1193">Reduced</td> <td data-bbox="1169 1162 1425 1193">97%</td> </tr> <tr> <td></td> <td data-bbox="962 1205 1161 1236">Not changed</td> <td data-bbox="1169 1205 1425 1236">0%</td> </tr> <tr> <td></td> <td data-bbox="962 1247 1161 1279">Increased</td> <td data-bbox="1169 1247 1425 1279">3%</td> </tr> <tr> <td data-bbox="699 1350 954 1608" rowspan="3">Time savings</td> <td data-bbox="962 1350 1161 1435">Yes, more time available than before having biogas</td> <td data-bbox="1169 1350 1425 1435">91%</td> </tr> <tr> <td data-bbox="962 1447 1161 1576">No, just the same as before (between before and after having Biogas)</td> <td data-bbox="1169 1447 1425 1576">6%</td> </tr> <tr> <td data-bbox="962 1588 1161 1608">not relevant</td> <td data-bbox="1169 1588 1425 1608">3%</td> </tr> <tr> <td data-bbox="699 1619 954 1861" rowspan="4">Usage of saved time</td> <td data-bbox="962 1619 1161 1682">Income generating including farming</td> <td data-bbox="1169 1619 1425 1682">39.9%</td> </tr> <tr> <td data-bbox="962 1693 1161 1724">Education</td> <td data-bbox="1169 1693 1425 1724">7.8%</td> </tr> <tr> <td data-bbox="962 1736 1161 1821">Leisure (chat, recreation, church resting)</td> <td data-bbox="1169 1736 1425 1821">45.8%</td> </tr> <tr> <td data-bbox="962 1832 1161 1861">Other</td> <td data-bbox="1169 1832 1425 1861">6.5%</td> </tr> <tr> <td data-bbox="699 1872 954 1935"><b>Number of biogas plants installed</b></td> <td colspan="2" data-bbox="962 1872 1425 1935">8,326</td> </tr> <tr> <td data-bbox="699 1946 954 2085">Number of masons and biogas enterprise staff attending training programmes</td> <td colspan="2" data-bbox="962 1946 1425 2085">30</td> </tr> </tbody> </table>	Data/parameter	Value obtained in this monitoring period		Percentage of biogas users who use slurry as a fertilizer	93.3		Perceived improvement in health by the user (incidence of eye problems and respiratory illness)	Reduced	97%		Not changed	0%		Increased	3%	Time savings	Yes, more time available than before having biogas	91%	No, just the same as before (between before and after having Biogas)	6%	not relevant	3%	Usage of saved time	Income generating including farming	39.9%	Education	7.8%	Leisure (chat, recreation, church resting)	45.8%	Other	6.5%	<b>Number of biogas plants installed</b>	8,326		Number of masons and biogas enterprise staff attending training programmes	30	
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	Employment generated	225,733		
	$U_{p1,y}$	60.31%		
	$N_{p1,y}$	1,401,531		
	$O_{p1,y}$	168.33		
	$LE_{p1,y}$	0		
	$N_{T,h}$	Number of animals	#/hh	
		Number of dairy cattle	7.42	
		Number of other cattle	3.21	
		Number of pigs (for market)	1.14	
		Number of pigs (for breeding)	1.56	
		Number of poultry	28.59	
		Number of sheep	1.15	
		Number of goats	4.75	
	$BB_b$ ratio	<b>Baseline scenario</b>	<b>Percentage</b>	
		B1: Firewood used to meet (more than 50%) of my cooking needs	77.7%	
		B2: Charcoal used to meet (more than 50%) of my cooking needs	14.6%	
		B3: Firewood & charcoal used to meet (more than 50%) of my cooking	6.3%	
B4: Other fuels		1.5%		
$BB_{b1,bio}$	3.527			
$BB_{b2,bio}$	7.042			
$BB_{b3,bio}$	10.034			
$BB_{b1,2,3, fuel}$	0			
$BB_{p1, bio}$	2.882			
$BB_{p1, fuel}$	0			

	MS <sub>P,S,K</sub>	Animal T	Fraction
		Dairy cattle	13.15%
		Other cattle	16.43%
		Market swine	70.00%
		Breeding swine	49.38%
		Poultry	80.57%
		Sheep	100.00%
		Goat	95.83%
	MS <sub>T,S,k</sub>	Animal T	Fraction
		Dairy cattle	82.47%
	Other cattle	68.13%	
	Market swine	25.76%	
	Breeding swine	50.00%	
	Poultry	8.47%	
	Sheep	0.00%	
	Goat	0.00%	
GWP <sub>CH4</sub>	28		
Bio	<b>How do you apply bio-slurry</b>	<b>% of farmers</b>	
	Use directly for various purposes	61%	
	Store it first	34%	
	I don't use it / discarded	5%	
N <sub>op1,y</sub>	8,326		

**1.15 |** (For LUF projects) Have there been any updates to the 'Project Participants and Secured Titles?'

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 [Principles and Requirements 5.1.4.2.\(h\)](#)

- Yes
- No**

### 3| SUPPORTING DOCUMENTATION/EVIDENCE

**1.16 |** Please list any supporting documentation or evidence provided along with this annual report

Refer to [Principles and Requirements 5.1.4.2.\(f\)](#)


The Grievances are tracked in the excel sheet:

*20th Oct 2022 Grievance Tracker May2021-April2022.xlsx*

### 4| DECLARATION OF CORRECT PROJECT INFORMATION

- I, the undersigned, attest to the accuracy of the information provided in this Annual Report
- 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.

<b>Project Developer/Representative Entity</b>	CME: African Bioenergy Programs Ltd
<b>Signatory names</b> 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	Kevin Kinusu Programme Manager
<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>