



TEMPLATE

PROJECT ANNUAL REPORT FORM

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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.

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.

<p>1.1 Title of Project/ VPA(s)</p> <p>If you are submitting an annual report for a project or number of VPAs, please include the name of the all VPAs as well.</p>	<p>GS1247 VPA 159 Improved Kitchen Regimes Manica Province Safe Water (Mozambique) (GS7132)</p> <p>GS1247 VPA 160 Improved Kitchen Regimes Manica Province Safe Water (Mozambique) (GS7133)</p> <p>GS1247 VPA 161 Improved Kitchen Regimes Manica Province Safe Water (Mozambique) (GS7134)</p> <p>GS1247 VPA 162 Improved Kitchen Regimes Manica Province Safe Water (Mozambique) (GS7135)</p> <p>GS1247 VPA 163 Improved Kitchen Regimes Manica Province Safe Water (Mozambique) (GS7136)</p> <p>GS1247 VPA 198 Improved Kitchen Regimes Manica Province Safe Water (Mozambique) (GS7470)</p> <p>GS1247 VPA 199 Improved Kitchen Regimes Manica Province Safe Water (Mozambique) (GS7471)</p> <p>GS1247 VPA 200 Improved Kitchen Regimes Manica Province Safe Water (Mozambique) (GS7472)</p> <p>GS1247 VPA 201 Improved Kitchen Regimes Manica Province Safe Water (Mozambique) (GS7473)</p> <p>GS1247 VPA 202 Improved Kitchen Regimes Manica Province Safe Water (Mozambique) (GS7474)</p>
<p>1.2 GS ID(s)</p>	<p>GS7132, GS7133, GS7134, GS7135, GS7136, GS7470, GS7471, GS7472, GS7473, GS7474</p>
<p>1.3 GS Registry project link(s)</p>	<p>https://registry.goldstandard.org/projects/details/1417</p> <p>Please find the rest of VPAs active on GS Registry.</p>
<p>1.4 Date of completion of the report</p>	<p>23/12/2022</p>
<p>1.5 Which monitoring period is the annual report being submitted for?</p>	<p>01/07/2021 – 30/06/2022</p>
<p>1.6 Is a verification in progress for this monitoring period?</p> <p>Annual reports are still required by the end of the calendar year if a verification is in progress but not complete. Refer to Principles and Requirements 5.1.39 and 5.1.42</p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>

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.

1.7 Has the project been actively implemented/operated during the monitoring period (Q1.5) this report refers to?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, please elaborate:</i>
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.	<p>The Water Consumption Field Test was carried out on a randomly selected sample of 40 households from the project database in Manica province.</p> <p>The usage surveys in this monitoring period were carried out by field staff between the 16/09/2021 – 05/10/2021 in Manica province.</p> <p>Project surveys were conducted between 16/09/2021 – 05/10/2021 on 110 randomly selected households from across the VPAs in Manica Province</p>
1.9 Have there been any changes to the continuous input/grievance mechanism during the monitoring period this report refers to?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, please ensure that all stakeholders are informed of the new way to provide continuous inputs or file grievances.</i>
1.10 Has there been any input/feedback or grievance provided by stakeholders after the validation stage and during the monitoring period this report refers to?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, please fill out the table below.</i>
Refer to Principles and Requirements 5.1.42.(a)	
Refer to Principles and Requirements 5.1.42.(c)	

Stakeholder Engagement Report					
Date	Comment	Action point from Project Owner	Response From Project Owner	Responsible person for the issue	Issue resolved?
DD/MM/YYYY	<i>Describe the comment received</i>	<i>Changes expected by the stakeholder</i>	<i>How you will resolve the issue/ Whether you find the issue relevant to be addressed</i>	<i>Person who will take/took the responsibility for resolving and monitoring of the issue</i>	<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>1.11 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 Principles and Requirements 5.1.4.2.(d)</p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><i>If yes, please elaborate:</i></p>
<p>1.12 Have any legal contests/disputes arisen related to the project?</p> <p>Refer to Principles and Requirements 5.1.4.2.(e)</p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><i>If yes, please elaborate:</i></p>

<p>1.13 Have there been any updates to the Key Project Information, Project Design Document, Monitoring & Reporting Plan?</p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><i>If yes, please refer to the section Error! Reference source not found. below</i></p>
<p>Refer to Principles and Requirements 5.1.4.2.(f)</p>	

1.14 | Please provide a summary of the monitoring information collected during the year.

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 [Principles and Requirements 5.1.42.\(g\)](#)

Throughout the year, WASH training, maintenance and Water Quality Tests are carried out throughout the year.

Below the values obtained in this monitoring period for different parameters are included for further supporting evidence that monitoring information is being collected during the year.

Data/Parameter	Value obtained in this monitoring period
$f_{NRB,i,y}$	0.86
$N_{p,y}$	GS7132: 1,845,180
	GS7133: 1,829,130
	GS7134: 2,077,935
	GS7135: 1,356,344
	GS7136: 1,265,604
	GS7470: 1,234,487
	GS7471: 1,197,328
	GS7472: 1,199,636
	GS7473: 1,135,820
	GS7474: 1,201,061
$U_{p,y}$	100% (capped at 95%)
$Q_{p,y}$	8.15 (capped at 7.5)
$Q_{p,cleanboil,y}$	0
$Q_{p,rawboil,y}$	0

	Quality of Treated Water	Pass	
	LE _{p,y}	0	
	T _{p,y}	2.23	
	P _y	GS7132:	9402
		GS7133:	9851
		GS7134:	9021
		GS7135:	9515
		GS7136:	10195
		GS7470:	9357
		GS7471:	10311
GS7472:		9937	
GS7473:		11042	
GS7474:		10558	
P _{safe}	GS 7132:	6063	
	GS 7133:	6353	
	GS 7134:	5817	
	GS 7135:	6136	
	GS 7136:	6574	
	GS 7470:	6034	
	GS 7471:	6649	
	GS 7472:	6408	
	GS 7473:	7121	
	GS 7474:	6808	
Usage of time saved on firewood collection	Unpaid domestic work –	97%	
	Income generating activities –	97%	
	Religious activities –	90%	
	Social and leisure activities –	70%	
	Voluntary activities –	75%	
	Education and training –	88%	
	Other (Specify) –	0%	

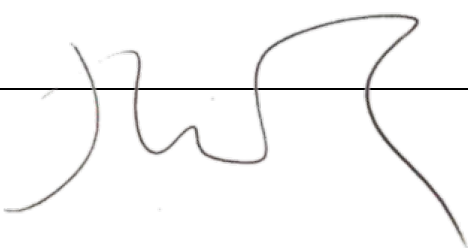
1.15 (For LUF projects) Have there been any updates to the 'Project Participants and Secured Titles?'	<input type="checkbox"/> Yes <input type="checkbox"/> No Not Applicable
Please ensure that at all times the project is in compliance with section 2 (b) of the Land Use and Forests Activity Requirements. Refer to Principles and Requirements 5.1.4.2.(h)	

3 | SUPPORTING DOCUMENTATION/EVIDENCE

0.16 Please list any supporting documentation or evidence provided along with this annual report	Not Applicable. Verification is ongoing with the VVB and all documents will be uploaded to SustainCERT as soon as verification round ends in January 2023.
Refer to Principles and Requirements 5.1.4.2.(f)	

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.

Project Developer/Representative Entity	CO2balance
Signatory names	James Walker, Operations Director
The signatory shall be an individual with legal signing authority within the Project Developer's organization Refer to Principles and Requirements 5.1.43	
Signature	
The Project Developer shall attest to the accuracy of the information provided by its signature on the Annual Report Refer to Principles and Requirements 5.1.43	

DOCUMENT HISTORY

Version	Date	Description
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Project Annual Report Form

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">- Introduced a checklist format with guidance and references.- Added clarification on timelines and conditions for submission of annual reports and other communication to Gold Standard.- Changed title to differentiate from other annual report templates.