

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:
- is available for use by all projects from its release date.
 - 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:
- are due until end of next calendar year for which the verification is not completed.
 - 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.

0.1 Title of Project/ VPA(s) If you are submitting an annual report for a project or number of VPAs, please include the name of the all VPAs as well.	Nam Pha Gnai Hydropower Project
0.2 GS ID(s)	GS3514
0.3 GS Registry project link(s)	https://registry.goldstandard.org/projects/details/611
0.4 Date of completion of the report	18/11/2024
0.5 Which monitoring period is the annual report being submitted for?	01/01/2023 – 31/12/2023
0.6 Is a verification in progress for this monitoring period? 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	☒ Yes ☐ No

2| ANNUAL REPORT

0.7 Has the project been actively implemented/operated during the monitoring period (Q1.5) this report refers to?	☒ Yes ☐ No If no, please elaborate:
0.8 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. This may include milestones in implementation, calibration of equipment, carrying out of surveys or monitoring activities, Host Country approvals, etc. Refer to: Principles and Requirements 5.1.42.(a)	Nam Pha Gnai Hydropower Project (hereafter referred to as the "the project") is located in Xaysomboun District, Vientiane Province, Lao PDR, developed by Nam Pha Gnai Hydropower Project Co., Ltd. The baseline scenario of the project is continuation of the present situation, i.e. electricity supplied from the power grid. By displacing part of the power generated by thermal power plants, the project is therefore expected to reduction of CO₂ emissions by an estimated 72,735 tCO₂e per year during the first crediting period. Milestones: Start Date of the Project: 29/10/2014 Project Commissioning Date: 01/09/2019 Date of Design Certification: 18/03/2016

0.9 Have there been any changes to the continuous input/grievance mechanism during the monitoring period this report refers to?	☐ Yes ☒ No <i>If yes, please ensure that all stakeholders are informed of the new way to provide continuous inputs or file grievances.</i>				
0.10 Has there been any input/feedback or grievance provided by stakeholders after the validation stage and during the monitoring period this report refers to?	☐ Yes ☒ No <i>If yes, please fill out the table below.</i>				
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>	☐ Yes ☐ No
					☐ Yes ☐ No
					☐ Yes ☐ No
0.11 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.	☐ Yes ☒ No <i>If yes, please elaborate:</i>				
Refer to Principles and Requirements 5.1.4.2.(d)					
0.12 Have any legal contests/disputes arisen related to the project?	☐ Yes ☒ No <i>If yes, please elaborate:</i>				
Refer to Principles and Requirements 5.1.4.2.(e)					

0.13 | Have there been any updates to the Key Project Information, Project Design Document, Monitoring & Reporting Plan?

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

☐ Yes

☒ **No**

If yes, please refer to the section [Error! Reference source not found.](#) below

0.14 | 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.\(g\)](#)

Parameter 1

Relevant SDG Indicator	SDG Indicator 6.1.1 Proportion of population using safely managed drinking water services.
Data / Parameter	Livelihood of the poor (Number of the installed pumps on-site)
Description	Number of the installed pumps on-site

Parameter 2

Relevant SDG Indicator	7.1.1 Proportion of population with access to electricity
Data / Parameter	EG _{facility,y}
Description	Quantity of net electricity generation supplied by the project plant/unit to the grid in year y

Parameter 3

Relevant SDG Indicator	13.2.1 Emissions Reductions in tCO ₂ e from the project activity
Data / Parameter	ER _y
Description	Emission reduction in year y

Parameter 4

Relevant SDG Indicator	13.2.1 Emissions Reductions in tCO ₂ e from the project activity
Data / Parameter	EG _{output,y}
Description	Electricity supplied by the project to the grid in year y

Parameter 5

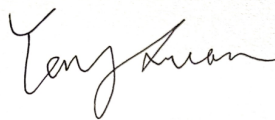
Relevant SDG Indicator	13.2.1 Emissions Reductions in tCO ₂ e from the project activity
Data / Parameter	EG _{input,y}
Description	The electricity used by the project and input from the grid in year y

Parameter 6

Relevant SDG Indicator	13.2.1 Emissions Reductions in tCO ₂ e from the project activity
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	Data / Parameter	Cap _{PJ}
	Description	Installed capacity of the hydro power plant after the implementation of the project activity.
	Parameter 7	
	Relevant SDG Indicator	Safeguarding Principle 6.1 Labour Rights
	Data / Parameter	Quantitative employment and income generation
	Description	During the construction period, job opportunities were provided to local residents, and the newcomers surged in the area will bring local people especially the poor and disadvantaged groups lots of employment chances.
	Parameter 8	
	Relevant SDG Indicator	Safeguarding Principle 6.1 Labour Rights
	Data / Parameter	Quality of employment
	Description	Staff will be trained for the positions created during construction & operation phases. All Health and Safety measurements will be applied according to local regulations.
	Parameter 9	
	Relevant SDG Indicator	Safeguarding Principle 8.1 Impact on Natural Water Patterns/Flows
	Data / Parameter	Water quality and quantity
	Description	The minimum flow will be released to maintain the eco-system and meet demand for irrigation in the downstream. On-site treatment of construction water prior to discharge.
	Parameter 10	
Relevant SDG Indicator	Safeguarding Principle 9.1 Landscape Modification and Soil	

	Data / Parameter	Soil condition
	Description	To prevent soil erosion, fast-growing trees and grass will be planted in the non-plant slopes. Drain system will be established in the quarry area and slag yard will be covered during rainy season. Thus, the construction of the project will not lead to observable change in soil quality.
	Parameter 11	
	Relevant SDG Indicator	Safeguarding Principle 9.4 Release of pollutants
	Data / Parameter	Other pollution
	Description	To prevent noise impact, the drilling machines should be equipped with noise control devices such as mufflers. Construction workers exposed to noise levels of 80 dB or more should be provided with adequate hearing protection.
	Parameter 12	
	Relevant SDG Indicator	Safeguarding Principle 9.10 High Conservation Value Areas and Critical Habitats
	Data / Parameter	Biodiversity
	Description	The project owner will enforce soil conservation actions during and after the construction period according to relevant local regulation.
0.15 (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		

0.16 Please list any supporting documentation or evidence provided along with this annual report Refer to Principles and Requirements 5.1.4.2.(f)	N/A
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	Swiss Carbon Assets Limited
Signatory names The signatory shall be an individual with legal signing authority within the Project Developer's organization Refer to Principles and Requirements 5.1.43	Xuan Yang
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
1.0	01/07/2017	Initial Adoption
1.1	01/03/2018	Editorial changes
2.0	16/08/2022	- 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.
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