

FORM - ANNUAL REPORT SUBMISSION

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SUMMARY

Gold Standard Design Certified Projects, PoAs and VPAs (hereafter project) 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 Gold Standard Assurance Platform.

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 6| 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 05/12/2024.

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 Gold Standard Assurance Platform to complete the submission. Note that the annual report shall be made public upon submission.

4| 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.

1. Title of Project/ VPA(s) <i>If you are submitting an annual report for a project or number of VPAs, please include the name of all VPAs as well.</i>	<i>GS1247 VPA 190 Zambia Eastern Province Safe Water Project (GS7456)</i> <i>GS1247 VPA 191 Zambia Eastern Province Safe Water Project (GS7457)</i> <i>GS1247 VPA 192 Zambia Eastern Province Safe Water Project (GS7458)</i> <i>GS1247 VPA 193 Zambia Eastern Province Safe Water Project (GS7459)</i> <i>GS1247 VPA 194 Zambia Eastern Province Safe Water Project (GS7460)</i> <i>GS1247 VPA 195 Zambia Eastern Province Safe Water Project (GS7461)</i> <i>GS1247 VPA 196 Zambia Eastern Province Safe Water Project (GS7462)</i> <i>GS1247 VPA 197 Zambia Eastern Province Safe Water Project (GS7463)</i>
2. GS ID(s)	GS7456 GS7457 GS7458 GS7459 GS7460 GS7461 GS7462 GS7463

3. GS Registry project link(s)	https://registry.goldstandard.org/projects/details/1819 (GS7456) https://registry.goldstandard.org/projects/details/1820 (GS7457) https://registry.goldstandard.org/projects/details/1821 (GS7458) https://registry.goldstandard.org/projects/details/1822 (GS7459) https://registry.goldstandard.org/projects/details/1823 (GS7460) https://registry.goldstandard.org/projects/details/1824 (GS7461) https://registry.goldstandard.org/projects/details/1825 (GS7462) https://registry.goldstandard.org/projects/details/1826 (GS74623)	
4. Date of completion of the report	17/12/2025	
5. Which monitoring period is the annual report being submitted for?	01/01/2024 – 31/12/2024	
6. Is a verification in progress for this monitoring period? <i>Annual reports are still required by the end of the calendar year if a verification is in progress but not complete.</i> Refer to Principles and Requirements 5.1.39 and 5.1.42	☐ Yes ☒ No	

5| 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.

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| 7. Has the project been actively implemented/operated during the monitoring period (Q5) this report refers to? | ☒ Yes
☐ No |
|--|--|

If answer is no to Q.7, please explain the reason:

N/A

- | |
|---|
| 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)

- WASH trainings
- Water Quality Tests
- Follow-up visits to ensure borehole operationality
- Borehole maintenance or repairs
- Annual Monitoring surveys (Project Survey, Usage Survey, Water Consumption Field Test)

- | | |
|--|---|
| 9. Have there been any changes to the continuous input/grievance mechanism during the monitoring period this report refers to?
<i>If yes, please ensure that all stakeholders are informed of the new way to provide continuous inputs or file grievances.</i> | ☐ Yes
☒ No |
|--|---|

- | | |
|--|---|
| 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?
<i>Refer to Principles and Requirements 5.1.42.(c)</i> | ☐ Yes
☒ No
<i>If yes, please fill out the table in Annex 1.</i> |
|--|---|

- | | |
|---|---|
| 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.
<i>Refer to Principles and Requirements 5.1.4.2.(d)</i> | ☐ Yes
☒ No |
|---|---|

If answer is "Yes" to Q.11, please explain the reason:

N/A

- | | |
|--|---|
| 12. Have any legal contests/disputes arisen related to the project?
<i>Refer to Principles and Requirements 5.1.4.2.(e)</i> | ☐ Yes
☒ No |
|--|---|

If answer is "Yes" to Q.12, please explain the reason:

N/A

- | | |
|---|---|
| 13. Have there been any updates to the Key Project Information, Project Design Document, Monitoring & Reporting Plan?
<i>Refer to <u>Principles and Requirements</u> 5.1.4.2.(f)</i> | ☐ Yes
☒ No |
|---|---|

If answer is "Yes" to Q.13, please summaries the updates.

N/A

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)

- Water Quality Testing was completed for every borehole throughout the monitoring period.
- Maintenance and repairs were carried out for boreholes when required. Breakdowns were reported when field teams visited the boreholes or communities would call the field team or technicians who then travelled to the community and repaired the borehole. Repair Confirmation Forms were completed and used to calculate non-crediting days of the borehole.
- Routine follow-up visits were conducted throughout the monitoring period. Follow-up visit forms were completed, and repairs were conducted where necessary.
- Each community received WASH training, whereby communities attended hygiene training sessions, and WASH reports were completed providing information on the session and its participants. This was conducted between 26/01/2024 -23/02/2024 and 05/05/2024 – 02/06/2024.
- Project and Usage Surveys and WCFTs were completed 01/03/2024 – 12/03/2024.

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

16. Have there been any extreme event that potentially resulted in reversal of sequestered emissions by the project activity?

☐ Yes

☒ No

If yes, please elaborate:

If answer is "Yes" to Q.16, please summaries the updates.

N/A

6| SUPPORTING DOCUMENTATION/EVIDENCE

17. Please list any supporting documentation or evidence provided along with this annual report below. Refer to Principles and Requirements 5.1.4.2.(f)

N/A

7| DECLARATION

☒ I, the undersigned, hereby acknowledge and affirm that I understand the following with respect to annual reporting:

1. The information provided as part of annual reporting is primarily for information-sharing purposes.
2. Annual reporting serves as an opportunity to share progress, track key updates, and confirm to Gold Standard that the project remains active.
3. Formal review of conformity to requirements and any changes in approach shall be undertaken at performance certification only.
4. Notwithstanding the above, I understand and agree that failure to provide Annual Reports as required may result in the decertification of the Project.
5. I acknowledge that by submitting Annual Reports, I am not relieved of any obligations to comply with all applicable Gold Standard requirements throughout the project's duration.
6. I understand that Gold Standard reserves the right to request additional information or clarification based on the content of the Annual Reports.
7. I affirm that all information provided in the Annual Reports will be, to the best of my knowledge, true, accurate, and complete.

By agreeing to these terms, I confirm my understanding of and commitment to the annual reporting process as outlined above.

Project Developer/Representative Entity	Paul Chiplen Sales and Marketing Director, CO2balance UK Ltd
The signatory shall be an individual with legal signing authority within the Project Developer's organization Refer to Principles and Requirements 5.1.43	

Document History

Version	Date	Description
3.0	12/11/2024	- Updated the focal point for submission of the Annual reports. - Editorial change
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.
1.1	01/03/2018	Editorial changes
1.0	01/07/2017	Initial Adoption

ANNEX 1. STAKEHOLDER ENGAGEMENT REPORT

Stakeholder Engagement Report					
Date	Comment	Actions expected from Project Owner	Response by 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	☐ Yes ☐ No
					☐ Yes ☐ No
					☐ Yes ☐ No