CLIMATE ACTION RESERVE

Verification Guidance

Mexico Forest Protocol

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1 Introduction

This section provides guidance to Reserve-approved verification bodies for verifying GHG emission removals associated with a planned set of activities to increase forest carbon stocks.

This section supplements the Reserve's Verification Program Manual, which provides verification bodies with the general requirements for a standardized approach for independent and rigorous verification of GHG emission removals. The Verification Program Manual outlines the verification process, requirements for conducting verification, conflict of interest and confidentiality provisions, core verification activities, content of the verification report, and dispute resolution processes. In addition, the Verification Program Manual explains the basic verification principles of ISO 14064-3:2006 which must be adhered to by the verification body.

Mexico Forest Project verification bodies must read and be familiar with the following International Organization for Standardization (ISO) and Reserve documents and reporting tools:

1. Mexico Forest Project Protocol

2. Reserve Program Manual

3. Reserve Verification Program Manual

4. Reserve software

5. ISO 14064-3:2006 Principles and Requirements for Verifying GHG Inventories and Projects

Only Reserve-approved Mexico Forest Project verification bodies are eligible to verify Mexico Forest Project reports. To become a recognized Mexico Forest Project verifier, verification bodies must become accredited under ISO 14065 and be accredited under the Mexican Accreditation Body (EMA – Entidad Mexicana de Acreditación) and/or American National Standards Institute (ANSI). Information on the accreditation process can be found on the Reserve website.

2 Standard of Verification

The Reserve's standard of verification for Forest Projects is the Mexico Forest Project Protocol (MFP), the Reserve Program Manual, and the Reserve Verification Program Manual. To verify a landowner's initial Mexico Forest Project Report (PR) and annual monitoring reports, verification bodies apply the verification guidance in the Reserve's Verification Program Manual, the MFP, and this document.

This document provides requirements and guidance for the verification of projects associated with an increase in carbon stocks from Improved Forest Management (IFM) and reforestation projects in Mexico and describes the core verification activities and criteria that are necessary for a verification body to provide a reasonable level of assurance that the GHG removals quantified and reported by Project Operators are materially correct.

Verification bodies will use the criteria in this section to determine if there exists reasonable assurance that the data submitted on behalf of the Project Owner to the Reserve addresses each requirement in the MFP. Project reporting is deemed accurate and correct if the Project is in compliance with the protocol.

Further information about the Reserve's principles of verification, levels of assurance, and materiality thresholds can be found in the Reserve's Verification Program Manual on the Reserve's website.

3 Project Verification Activities

Required verification activities for Forest Projects will depend on whether the verification body is conducting an initial verification for registration on the Reserve, a minimum required verification involving a site visit, or an optional annual verification involving a desk review.

The initial verification is required within 12 months of the end of the first reporting period and must include a site visit. The initial verification will ensure that the project meets the MFP eligibility criteria and that the inventory, baseline development, and Project Area and Activity Area definition are consistent with the protocol requirements. The initial verification will additionally ensure that the project is in compliance with all social and environmental safeguards. The verification body must assess and ensure the completeness and accuracy of all required reporting elements for the Forest Project Report (Section 10.1.2), presented in Table 10.1 of the MFP. At a Forest Project's initial verification, these items must be verified in addition to all the items required for a standard site visit verification.

Site verification is required on a 5-year basis, or in the event of adding a new Activity Area. Site verification involves review of the Forest Project's carbon stock inventory estimates, relevant attestations, risk of reversal ratings, and compliance with environmental Safeguards. After a Forest Project's initial verification, subsequent site visits must assess and ensure accuracy in measurement and monitoring techniques and onsite record keeping practices.

For reporting periods in between required site visits, project verification activities may consist of a desk review. During a desk review, the verification body will review the data in annual monitoring reports to check calculations and information for reasonability, accuracy, and completeness. In order for reported data through a desktop review to be considered acceptable, the forest carbon change must be within acceptable tolerance bounds as described in Section 3.6 below. Projects that are not within tolerance bounds will be ineligible for crediting until any and all outstanding issues are resolved. Alternatively, the Forest Owner can request a site verification to justify the reported information.

It is the Forest Owner´s responsibility to ensure that verifications are conducted according to the minimum required schedule specified in Section 10 and 11 of the MFP. A Verification Report, List of Findings, and Verification Statement must be submitted within 12 months of the end of any Reporting Period.

The following sections contain guidance for all of these verification activities.

3.1 Emission Sources, Sinks, and Reservoirs

For all verification activities, verification bodies review a project's reported sources, sinks, and reservoirs to ensure that all are identified properly and to confirm their completeness. Table 5.1 in Section 5 provides comprehensive lists of all GHG sources, sinks, and reservoirs that must be included in the quantification and reporting of GHG removals.

3.2 Eligibility Criteria and Participation Requirements

Verification bodies are required to affirm the project's eligibility according to the rules in this protocol. Section 10.1 provides the verification items concerning eligibility for a project and includes references to sections of this protocol where requirements are further specified.

Section of MFP	Verification Items	Required at	Material to Review	Level of Professional Judgment and Verification Review Guidelines
3.13.1	1. Attestation of Title	All Verifications	Proof that a signed Attestation of Title is on file at the Reserve for the dates of the verification period. In addition to reviewing this form, the verification body must conduct a review to confirm ownership and claims to GHG removals that have occurred over the verification period. This is reviewed only during the site verification.	None Verification is complete if: -a current Attestation of Title is filed with the Reserve. Reserve personnel will provide confirmation. -Verifier may interview adjacent communities to determine if conflicts exist within the Activity Areas. Disputes should be presented to the Reserve.
3.7	2. Regulatory Compliance	All Verifications	Proof that a signed Attestation of Regulatory Compliance form is on file with the Reserve for the reporting period.	Very Low Verification is complete if: -a current Attestation of Regulatory Compliance form is on file with the Reserve. -verifier has confirmed through communications with state CONAFOR personnel that the claim on the attestation is correct. -verifier shall consult with Reserve personnel to determine the period of time the project was not in regulatory compliance and the effect the violation will have on project crediting.

3.3 Project Area Definition

Verification bodies are required to review the geographic boundaries defining the Project Area and Activity Areas and their compliance with the requirements outlined in Section 2.2 and 2.3 of this protocol.

Section of MFP	Verification Items		Required at	Material to Review	Level of Professional Judgment and Verification Review Guidelines
2.2	1. Project Area and Activity Area	a. The Project Area has been presented as the entire ownership.	1. Initial Verification	Maps, displaying Project Area that includes towns, roads, and major watercourses.	Low Verification is complete if maps, displaying towns, roads, and major watercourses, have been prepared, are legible, and appear to be an accurate depiction of the Project Area.

		b. Activity Areas are clearly defined.	1. Initial Verification 2. Site verification when new Activity Areas are added	Maps display Activity Areas. Inventory sample points should be distributed within Activity Areas.	Low Verification is complete if the Activity Areas within the Project Area have been completed and appear to accurately depict the Activity Areas in the Project Area.
		c. Proof that a description, shapefile, and maps of the geographic boundaries defining the Project Area and Activity Areas are on file at the Reserve.	1. Initial Verification 2. Site verification when new Activity Areas are added	KML files have been uploaded to the project files and are publically available.	None Verification is complete if legible maps of the Project Area and Activity Areas have been uploaded to the Reserve's site and are publically available.
2.3	2. Project Activities		1. Initial Verification	The PR describes general activities that will lead to increased carbon stocks over time and not avoided emissions.	Very Low Verification is complete if the PR describes activities that the project will implement that will increase carbon stocks over time.

3.4 Additionality

Verification bodies are required to confirm that the Project is additional through the legal requirement test and the performance test.

Section of MFP	Verification Items	Required at	Material to Review	Level of Professional Judgment and Verification Review Guidelines
4.1, 7	1. Legal requirement test	1. Initial Verification 2. Site verification when new Activity Areas are added	1. Any laws, statutes, rules, regulations, or ordinances from the federal to local level that may indicate whether project activities, including carbon stocking, are legally required at the time of the project start date. 2. Any other binding requirements that may affect carbon stocks, e.g. trusts.	Very Low Verification is complete if : -all laws, statutes, rules, regulations, and legal requirements affecting carbon stocking within the Activity Areas are documented and justification is provided indicating the impact of the legal requirements on carbon sequestration. Credits cannot be issued for sequestration that is required by law.
4.2, 7	2. Performance test	1. Initial Verification	The Forest Owner's baseline analysis, which demonstrates that risks to forest inventories are present at considerable	Very Low Verification is complete if: -review and investigation of the analysis demonstrates

			levels within the Project Area.	that the Project Area meets the threshold for risk defined in the protocol.

3.5 Calculating the Project's Baseline

Verification bodies are required to confirm that the Forest Owner has developed a baseline characterization for onsite carbon stocks according to the requirements in this protocol.

Section of MFP	Verification Items	Required at	Material to Review	Level of Professional Judgment and Verification Review Guidelines
7.1, Appendix A.2	1. Baseline Carbon Stocks	1. Initial Verification	1. Random placement of points on remotely sensed data. 2. Selection of vegetation/land use. 3. Calculation of Project Area Baseline based on defined threshold. 4. Consideration of all applicable legal constraints.	Moderate Verification is complete if: -review of the analysis used to estimate land cover: -demonstrates the analysis was conducted with a random sampling process; -the attribution of sampled points is generally consistent with verification judgment; and, -the calculation of the percentage converted from original forest cover is correct and it meets the specified threshold for eligibility. -the PR correctly addresses legal obligations that specify forest carbon stocks must increase. If verifier desires further support they may consult with state CONAFOR representatives. Where uncertainty persists, the Reserve shall be consulted for a final decision.
8	2. Assessment of Secondary Effects	1. Initial Verification	Calculation of Total Secondary Effect Emissions per Equation 8.1.	Moderate Verification is complete if: -a review of the analysis of reforestation leakage (for portions of the project where reforestation of previously unforested areas occurs) appears accurate and the leakage adjustment is correctly applied as a discount to project crediting. -a review of analysis of IFM leakage appears accurate and the leakage adjustment is correctly applied as a

				discount to project crediting.
9	3. Permanence	1. Initial Verification	Calculation of credits using tonne-year accounting depending on the length of the contract per Equation 9.1.	Low Verification is complete if: -verifier affirms status (including length) of contract with the Reserve coincides with statements by the Forest Owner. -calculations of credits issued by Reporting Period are correct. Verifier should ensure each vintage (year in which removal enhancements occurred) is correctly calculated.
9.2.5	4. Determination of Risk Rating for the Buffer Pool	1. Initial Verification	Calculation of reversal risk rating per Figure 9.1.	None Verification is complete if the reversal risk rating is correctly calculated.

3.6 Quantifying the Project's Inventory and GHG Removals

Quantification bodies are required to review the Forest Project's carbon stock estimates, primary and secondary effects, and risk of reversal ratings as described in the MFP.

Section of MFP	Verification Items	Required at	Material to Review	Level of Professional Judgment and Verification Review Guidelines
6, 11, Appendix A	1. Estimates of Actual Onsite Carbon Stocks	1. All Site Verifications	The inventory of the Project Area's carbon stocks in required and optional pools.	Low All projects must utilize the inventory methodology in the Quantification Guidance. The verifier must copy the inventory data into a verification database (CALCBOSK; from Reserve's website) prior to the tests described in this section. Verification is complete if: -the review of the plot layout and plot selection (for sampling) was conducted per the guidance in the inventory methodology. -plot protocols (stated in the inventory methodology) were adhered to in field. -the error checks on the CALCBOSK application reveal no unexplained issues. -the inventory estimate calculated on CALCBOSK is

				equal to the inventory estimate provided by the Forest Owner. -sequential sampling is conducted with satisfactory findings as described in Section 4.
		2. Desk Verification	Evidence that reported onsite carbon stocks are within expected bounds given reported harvest, growth, and disturbance effects since the prior reporting period.	Moderate Verification is complete when: -the estimates of forest carbon change, or the actual onsite carbon stocks relative to the previous year's onsite carbon stocks, are within acceptable tolerance bounds that reflects growth, harvest and natural disturbances from the previous year. Forest carbon change is calculated in Equation 11.1. of the MFP; for reported data to be considered acceptable, the forest carbon change must be positive and be within a 8% increase from the previous year in terms of CO_2e -verifier is satisfied with evidence that the reported harvested volume is accurate. -verifier is satisfied with evidence that the volume of carbon stocks lost through natural disturbance, if any, is reasonably accurate. -A high level of proof exists if the plots existing in the disturbed area have been completely re-measured prior to the end of the Reporting Period. -A low level of proof exists if other approaches are used that may estimate the area affected multiplied by the average carbon stocks within the Activity Area. Such approaches would require more verification scrutiny.
6	2. Quantification of Primary Effect	All Verifications	The project's Primary Effect calculations must be checked for completeness and accuracy.	Very Low Verification is complete if: -verifier confirms Forest Owner used the Reserve's MFP Calculation Worksheet.

				-inputted data are current and consistent with the inventory data calculated in CALCBOSK. -verifier is satisfied with the mathematical calculations. This may require the verifier to download the calculation worksheet from the Reserve's website and input project data to ensure the calculation worksheet has not been tampered with.
8	3. Quantification of Secondary Effects	All Verifications	The project's Secondary Effects calculations must be checked for completeness and accuracy.	Very Low Verification is complete if: -verifier confirms Forest Owner used the Reserve's MFP Calculation Worksheet -the inputted data are current and consistent with the inventory data calculated in CALCBOSK. -verifier is satisfied with the mathematical calculations.
9.2	4. Reversal determination	All Verifications	If a reversal has occurred, the verification body must check the type of reversal (avoidable or unavoidable), the extent of the reversal, and the compensation calculations.	Low to Moderate Verification is complete when: -verifier confirms the source of the reversal is avoidable or unavoidable. If the reversal is avoidable the verifier must contact the Reserve for further action.
9.2	5. Reversal Risk Rating	All Verifications	The calculation of the project's reversal risk rating.	None Verification is complete if the calculation for the risk buffer has been correctly inserted into the calculation worksheet from the Forest Owner.

3.7 Project Social Safeguards

Verification bodies are required to review the Forest Owner's compliance with the Social Safeguards described in Section 3.8 and 10.2 of the protocol. The Social Safeguards must be checked in the project's initial verification and future desk verifications.

Section of MFP	Verification Items	Required at	Material to Review	Level of Professional Judgment and Verification Review Guidelines

3.8, 10.2	1. SS1 Forest Carbon Project Concepts	1. Initial Verification	1. Meeting agenda for meeting where presentation was made. 2. A list of the names of all attendees, along with contact information. 3. Meeting notes, including any follow up questions and comments.	Low Verification is complete if: -the meeting notes have been archived following a community meeting or assembly and included in the PR. -the meeting notes indicate costs and benefits were discussed at a community meeting or assembly. -an agenda for the meeting or assembly has been included in the PR. -a list of names of attendees with contact information (verifier may interview attendees) has been included in the PR.
3.8, 10.2	2. SS2 Anticipated Costs	1. Initial Verification	1. Assembly Act that indicates that costs were discussed during the meeting(s). 2. Agenda for the meeting where the presentation was made. 3. A list of the names of all attendees, along with contact information. 4. Meeting notes, including any follow up questions and comments.	
3.8, 10.2	3. SS3 Anticipated Benefits	1. Initial Verification	1. Assembly Act that indicates that benefits were discussed during the meeting(s). 2. Agenda for the meeting where the presentation was made. 3. A list of the names of all attendees, along with contact information. 4. Meeting notes, including any follow up questions and comments.	

3.8, 10.2	4. SS4 Project Approval	1. Initial Verification	1. A copy of the results of the vote of the community members (i.e. Assembly Act). 2. Agenda for the meeting where the presentation was made. 3. A list of the names of all attendees, along with contact information. 4. Meeting notes, including any follow up questions and comments.	Low Verification is complete if: -a copy of the voting results is included in the PR. -an agenda for the meeting is archived and available for review. -a list of attendees is included in the PR (verifier may interview attendees as part of the verification). -meeting notes are archived and available for review.
3.8, 10.2	5. SS5 Proper Notification	1. Initial Verification 2. Desk Verification	1. A description of how notices of meetings took place in order to include as many people as possible.	Low Verification is complete if the Project Report includes a description of meeting notices indicating a high level of effort to communicate with the community regarding the meeting or assembly in which the project was discussed and voted on.
3.8, 10.2	6. SS6 Participation	1. Initial Verification 2. Desk Verification	1. Copies of sign-in sheets that are attached to the meeting agenda. 2. Meeting notes that summarize community comments.	Very low Verification is complete if : -copies of the sign-in sheets are included in the PR. -summary notes of any comments raised during the meeting(s) in which the project was discussed are included in the PR. Verifier may interview community members present at the meeting(s) to determine if notes are consistent with community members testimonies.
3.8, 10.2	7. SS7 Meeting Documentation	1. Initial Verification 2. Desk Verification	1. Meeting notes, accompanied with a description of how and when the meeting notes were made available to community members.	Very low Verification is complete if a description of how and when the meeting notes were made available to the community members is included in the PR. Verifier may interview community members present at the meeting(s) to determine if notes are

				consistent with community members testimonies.
3.8, 10.2	8. SS8 Identification of a Project Coordinator	1. Initial Verification	1. The description of the nomination and election/selection process included in the PR. 2. Meeting notes that describe how the processes were reviewed in a public meeting and approved.	Low Verification is complete if: -a description of the nomination and election/selection process is included in the PR. -meeting notes included in the PR indicate that the Project Coordinator was approved in a public meeting. Verifier may interview community members present at the meeting(s) to determine if notes are consistent with community members testimonies.
3.8, 10.2	9. SS9 Term of a Project Coordinator	1. Initial Verification	1. A description of the term of Project Coordinator included in the PR. 2. The process for renewing the term of Project Coordinator as addressed in the PR. 3. Meeting notes that describe how the terms were discussed in a public meeting and approved.	Low Verification is complete if: -a description of the term of the Project Coordinator is included in the PR. -the process of renewing the term of the Project Coordinator is addressed in the PR. -meeting notes included in the PR indicate that the term of the Project Coordinator was discussed and approved in a public meeting. Verifier may interview community members present at the meeting(s) to determine if notes are consistent with community members testimonies.
3.8, 10.2	10. SS10 Replacing the Project Coordinator	1. Initial Verification	1. The process for how the Project Coordinator will be replaced included in the PR. 2. Meeting notes that describe how the terms were discussed in a public meeting and approved.	Low Verification is complete if: -the PR includes a description of the public process (if the project is on a communidad or ejido) used to fill the role of the Project Coordinator. -meeting notes demonstrate that the public process described was fully implemented.

3.8 Project Environmental Safeguards

All Forest Projects must promote and maintain a diversity of native species and utilize management practices that promote and maintain native forests comprised of multiple ages and mixed native species at multiple landscape scales. The verification body must evaluate the project against the environmental safeguards presented in Section 3. Forest project carbon stock inventories (requirements for which are contained in the Quantification Guidance) should be used as the basis of these assessments where applicable. Forest projects that do not initially meet these criteria but can demonstrate progress towards meeting these criteria within the required timelines are eligible to register and maintain that registration with the Reserve.

Section of MFP	Verification Items	Required at	Material to Review	Level of Professional Judgment and Verification Review Guidelines
3.9, 10.1.3	1. Environmental Safeguard 1: Standing Live and Dead Carbon Stocks	All Verifications	Forest Carbon Calculation Worksheet must show maintenance or increase of Standing Live and Dead carbon stocks in Activity Areas as determined by a running 10-year average of carbon stocks within the Project Area.	None Verification is complete when verifier makes observation with Forest Carbon Calculation worksheet that annual monitoring is consistent with requirement. Verification cannot be completed if project does not meet this requirement prior to consultation from the Reserve. This condition is not evoked until the project has 10-years' worth of monitoring data.
3.9, 10.1.3	2. Environmental Safeguard 2: Native Species	All Site Verifications	Project carbon stock inventories and site visit observation must demonstrate progress toward a goal of 95% native species from the Reserve's MS Access database.	None Verification is complete when data is queried within CALCBOSK and the project indicates that it is in compliance with the native species requirement. If the application indicates that the project is not in compliance with this requirement, verifier shall notify the Reserve.
3.9, 10.1.3, Table 3.1	3. Environmental Safeguard 3: Compositional Diversity of Native Species	All Site Verifications	Project carbon stock inventories and site visit observations must demonstrate continuous progress toward a compositional diversity of native species from the Reserve's MS Access database.	None Verification is complete when data is queried within CALCBOSK and the project indicates that it is in compliance with the native species requirement. If the application indicates that the project is not in compliance with this requirement, verifier shall notify the Reserve.

4 Verifying Carbon Inventories

Verification bodies are required to verify carbon stock inventory estimates of all sampled carbon pools within the Activity Areas. Inventories of carbon stocks are used to determine the project baseline and to quantify GHG removals against the project baseline over time. Verification of carbon inventories consists of ensuring the Forest Owner´s sampling methodology conforms to requirements listed in the protocol and that the project's inventory sample plots are within specified tolerances when compared to the verifier's sample plots. Verification is effectively an audit to confirm that the inventory estimate is sound. Verification of the project's onsite stocks must occur at *each site verification* and focus on ensuring that the project's inventory methodology is technically sound and correctly implemented.

The verifier will re-measure existing monumented sample plots consistent with the objectives of a random, risk-based, and efficient approach. In doing so, the verifier may weigh the probability of selecting plots based on various criteria – including carbon stocking, access difficulty, and vegetation heterogeneity.

4.1 Sequential Sampling for Verification

The Mexico Forest Protocol Version 1.1 utilizes a sequential sampling method for verification of project estimates. Sequential sampling is intended to provide an efficient sampling method for verifiers to determine if randomly selected project measurements are within specified tolerance bounds established by the protocol. The Reserve provides an online worksheet for verifiers to download to facilitate the sequential sampling analysis.

Sequential approaches have stopping rules rather than fixed sample sizes. Verification is successful after a minimum number of successive plots in a sequence indicate agreement. Where the stopping rules indicate the potential presence of a bias, additional verification plots may be collected after that time if it is felt that random chance may have caused the test to fail and a convergence towards agreement is expected with additional verification samples.

The results of any additional verification plot may also be inconclusive and require additional verification plots for a determination to be made. For effective application of the sequential statistics in the field, the determination of when the stopping rule is met is conducted after a group of the randomly selected plots have been measured in the field. This can be conducted after the minimum number of plots has been measured by the verifier, or as frequently as needed. The data can also be entered in the field, if portable computers are available, where the most rapid conclusion to verification might be determined.

4.1.1 Inventory Estimates

The following steps must be taken before the verifier goes to the field and analyzes the plots.

The inventory estimate developed by the Forest Owner must meet the minimum precision threshold stated in the Mexico Forest Project Protocol Quantification Guidance of +/- 20% at the 90% confidence interval. CALCBOSK provides for a quick check of the projects inventory confidence. The inventory confidence output from CALCBOSK should be input into the Reserve's calculation worksheet. Forest Owners can improve the precision of their estimates through additional inventory effort.

4.2 Measurement Specifics for Verifiers for Sequential Sampling

Measurements utilized by verifiers during field inspections shall be consistent with the tolerance

standards for measurements identified in the Quantification Guidance, with the following exceptions:

- Verifiers shall measure the heights of all trees. The use of regressions to estimate heights is allowable for Forest Owners; verifiers must measure each height for comparison with Forest Owners' estimates.
- Tools and methods used for distance measurements for plot boundaries should be accurate within 1cm/10m.
- Tools and methods used for distance measurements for height measurements must be able to obtain an accuracy of 20cm/30m.

4.3 Selection of Inventory Plots

The verifier shall select the plots randomly, using CALCBOSK to identify a list of randomly output plots. It is required that the verifier apply the random order selection in the sampling process. The verifier is free to measure the set of plots that were randomly selected in any order that provides the greatest efficiency while sampling in the field, but when the verifier inputs data into the sequential sampling spreadsheet, the verifier must follow the random selection order in order to properly conduct the analysis and maintain the integrity of sequential analysis. This may provide significant efficiencies when selected stands and/or plots are in close geographic proximity and it is hypothesized that the stopping rules will require the full number of plots.

The statistical test is based on a comparison of the verifier's measurements of plots, calculated as CO_2e compared to the Forest Owner's measurements of plots, which may include any adjustments for growth. The inventory verification is complete when a minimum of 5 plots are identified as 'passing' in sequence in the sequential sampling tool.

5 Completing the Verification Process

After completing the core project verification activities for a Forest Project, the verification body must take the following steps. Each document listed is discussed in greater detail below.

1. Complete a Verification Report to be delivered to the Forest Owner (public document).
2. Complete a detailed List of Findings containing both immaterial and material findings (if any), and deliver it to the Forest Owner (private document).
3. Prepare a concise Verification Statement detailing the vintage and the number of GHG removals verified, and deliver it to the Forest Owner (public document).
4. Verify that the number of GHG removals, as well as the reversal risk rating, specified in the Verification Report and Statement match the number entered into the Reserve system.
5. Conduct an exit meeting with the Forest Owner to discuss the Verification Report, List of Findings, and Verification Statement and determine if material misstatements (if any) can be corrected. If so, the verification body and Forest Owner should schedule a second set of verification activities after the Forest Owner has revised the project submission.
6. If a reasonable level of assurance is successfully obtained, upload electronic copies of the Verification Report, List of Findings, Verification Statement, and optional Verification Activity Log into the Reserve system.
7. Return important records and documents to the Forest Owner for retention.

The Verification Report is a transparent, overarching document that is produced by the verification body for the project developer, and is also made available to the Reserve and the public. This document is a detailed summary and scope of verification activities undertaken.

The Verification Statement is the official confirmation and final statement of findings during the verification process, detailing the number of CRTs issued, the vintages (if more than one) and the standard used to verify those CRTs. The Verification Statement confirms the verification activities and outcomes for all stakeholders (Forest Owners, verifiers, the Reserve, and the public).

Verifiers may also complete an optional Project Verification Activity Log, which is designed to help verifiers understand the minimum requirements for verification activities specific to a project type. This document is private and only available for the Reserve and the project developer to view. The logs are available for download on the website and may be uploaded into the Reserve when verification activities have been completed.

Finally, the List of Findings identifies and details all material and immaterial findings identified by the verifier throughout the verification. The List of Findings should be delivered first to the project developer to allow them the opportunity to correct any issues found during the course of verification that might impact CRT registration. The List of Findings submitted to the Reserve should represent a summary of all findings and resolutions throughout the verification process. The document will remain private.

The Verification Report and Verification Statement shall be submitted at the conclusion of verification. If a project is deemed ineligible or noncompliant with a protocol to the extent that it can no longer move forward, verification bodies shall submit only their Verification Statement and List of Findings in the same manner noted above.

Further guidance for the Verification Report, Verification Statement, Verification Activity Log, and List of Findings can be found in Section 11 of the MFP and the Reserve's Verification Program Manual. The Verification Program Manual also provides further guidance on quality assurance, negative verification statements, goals for exit meetings, dispute resolution, and record keeping.