Mexico Forest Protocol – How to Transfer a Project under V2.0 to V3.0

This document serves as a guide for projects originally listed under Version 2.0 of the Mexico Forest Protocol that desire to transfer to Version 3.0. Projects originally listed under V2.0 are not required to transfer to V3.0 and projects that have not yet been listed have until January 5th, 2023, to submit under V2.0, otherwise they will be subject to Version 3.0. Projects that wish to switch from V2.0 to V3.0 may do so upon the next verification.

Project Developer Responsibilities:

- Notify the Reserve and the verification team of the desire to transfer to the new version of the protocol
- Ensure that the existing activities comply with the new activity definitions in Table 2.1. Agroforestry, Silvopastoral, and Improved Forest Management activity definitions have been modified. (Section 2.3)
- For communities and Ejidos, review updated social safeguards (SS4 and SS6) and make sure all new topics are discussed and/or voted on at a general assembly. The Project Developer must show compliance by updating the Annual Monitoring Report and submitting the necessary documentation. The Project Coordinator must be included in communications related to the project and sign the updated Annual Monitoring Report (Section 3.9)
- For Agroforestry activities, review the updated native species requirement, ensure compliance, and submit necessary documentation or reports. (Section 3.10)
- If changing the crediting or permanence period, the Project Developer must update the Annual Monitoring Report with the relevant period. If extending to a longer commitment period, project developers must utilize the new CMW to calculate carbon stocks and credits. The updated CMW should automatically adjust the project's crediting (including for carbon sequestered in previous reporting periods) based on their new commitment period; however, the project developer should review this in detail and contact the Reserve if they have any questions. (Section 3.12 and Section 3.14)
- If the Project Developer has Restauration Activity Areas, they should demonstrate compliance with the updated Performance Standard Test for Restoration tool. (Section 3.13)
- For ejidal and communal projects, the ejido/community must hold a general assembly to approve the new permanence commitment period, if necessary. (Section 6.1)
- Project Developers must adjust the Buffer Pool contribution accordingly depending on the project type and input the percentage into the CMW. (Section 6.3.5)
- Project Developers must follow monitoring guidance for subsequent reporting periods including compliance with social and environmental safeguards. (Section 7.2)
- Project Developers that decide to stratify their activity areas should advise the Reserve and verification team and use the updated versions of CALCBOSK. (Appendix B)
- For projects that previously had multiple IFM Activity Areas, projects will be required to combine those Activity Areas to be one IFM Activity Area based on the updated IFM definition. For projects that have already been registered (i.e., issued credits), the simplest way to do this would likely be to convert each previous Activity Area into a stratum within the combined Activity Area. However, project developers must explain the stratification rules in their Project Report/Annual Monitoring Report and ensure their stratum designations are consistent with

those rules. It is recommended that projects stratify based on potential carbon stocking and have 3 strata based on stocking level (high, medium, and low). Further note that this will result in a change to the Target Sampling Error, which will need to be updated in the CMW and Annual Monitoring Report and any resulting deductions applied. However, stratification in general should improve the inventory statistics as the Activity Area sampling error will be based on the weighted average of the sampling error for each stratum.

- Projects that implement stratification should follow the Reserve's CALCBOSK guidance for IFM projects that originally had multiple Activities areas and now are updating to include strata. The Reserve will publish a guide in the next few weeks to coincide with the new version of CALCBOSK. The updated CALCBOSK version will include a strata field within the plot entry form such that each plot within the Activity Area can be assigned to a stratum. The plots will then be numbered from 1 to *n* for the entire Activity Area. Projects will thus need to ensure that all plots in the final Activity Area have a unique plot number that corresponds to the plot number for each tree or little tree included in the plot. For projects that are combining previously separate IFM Activity Areas into one Activity Area, this will require great attention to detail in renumbering the plots (and the plot numbers for all corresponding trees and little trees) in the combined Activity Area.
- Projects should update to the V3.0 of the calculation tools, including the Carbon Monitoring Worksheet and Calcbosk

Verifier Responsibilities:

- The verification team should review and understand all of the changes made in the protocol update in order to accurately complete the verification with the new standards.
- Update the Verification Report to include all relevant new sections of the protocol using the template provided by the Reserve
- Submit an updated COI NOVA/COI form with the updated protocol version and provide to the Reserve for approval.
- Verify that the existing activities comply with the new activity definitions in Table 2.1. Agroforestry, Silvopastoral, and Improved Forest Management activity definitions have been modified. (Section 2.3)
- If the project is under Public Lands managed by a third party, verify that the third party has obtained the relevant legal document by the appropriate governing agency to obtain carbon rights. (Section 3.2.3)
- For communities and Ejidos, verify updated social safeguards and make sure all new topics are discussed and/or voted on at a general assembly and that the Project Coordinator has signed the Annual Monitoring Report and been included in relevant communications. The verifier must update the Verification Report and submit the necessary documentation (Section 3.9)
- For Agroforestry activities, verify the updated native species requirement, ensuring compliance, and submit necessary documentation or reports. (Section 3.10)
- If changing the crediting or permanence period, the verifier must update the Verification Report with the relevant period. If extending to a longer commitment period, the verifier must confirm that the Project Developer has utilized the new CMW to calculate carbon stocks and credits. If

the project has previously received credits, they should also confirm that the Project Developer has submitted the CMW from prior reporting periods to recuperate credits with the extended commitment. Verifiers should verify Project Developer calculations for the recuperation of credits in the project report and Annex relevant documentation. (Section 3.12 and Section 3.14)

- The verifier should verify that any Restoration Activity Areas have submitted the updated Performance Standard Test for Restoration tool. (Section 3.13)
- For ejidal and communal projects, the ejido/community must hold a general assembly to approve the new permanence commitment period. Verifiers should confirm this and include it in the Verification Report. (Section 6.1)
- Verifiers should confirm the Buffer Pool contribution is correctly reported depending on the project type and confirm the correct percentage was entered in the CMW. (Section 6.3.5)
- Verifiers must confirm the compliance with monitoring guidance for subsequent reporting periods including the compliance with social and environmental safeguards. (Section 7.2)
- Verifiers should interview the Project Coordinator independently to discuss project themes and ensure participation in the project. (Section 8.3)
- Verifiers should confirm compliance for updated Environmental Safeguards for Agroforestry areas and update the Verification Report.
- During the next required site visit verification, the verifier should use the updated Sequential Sampling workbook and ensure that they have completed the correct number of plots. Projects that choose to stratify may have an altered number of plots in order to pass. (Table 8.15)
- The verifier should confirm that stratified Activity Areas meet the requirements of the protocol and are correctly entered into the CALCBOSK. (Appendix B)
- If there has been no change to the inventory data, other than updating plot measurements as required by the protocol, then a site visit verification is not required to transfer from V2.0 to V3.0; however, if upon transferring to V3.0, any significant modifications were made to inventory data or design of stratification, then a site visit verification is required. If stratification is implemented such that each stratum was previously a separate Activity Area that is now being combined into one Activity Area with multiple strata, that does not constitute a significant modification to the inventory data and does not require a site visit verification. If Activity Areas are divided into new strata that were not previously represented by separate Activity Areas, that would constitute a significant change to the inventory and would require a site visit verification.
- The verifier should confirm that Tonne-Year Accounting was accurately applied based on the permanence commitment time period and that all credits are accurately reported. (Appendix F).
- Verifiers should confirm the correct updating of CALCBOSK for IFM projects that originally had multiple Activity Areas that now implement stratification. The Reserve will publish a guide in the next few weeks to coincide with the new version of CALCBOSK.
- Verifiers should confirm the use of V3.0 calculation tools including the Carbon Monitoring Worksheet and Calcbosk
- If a site visit is required, verifiers should use the V3.0 calcbosk in the field and import the data into the V3.0 sequential sampling worksheet
- For aggregated projects undergoing a desk verification, verifiers must complete the desk verification requirements for all projects in the aggregate that are transferring to V3.0; projects may not transfer to the updated protocol without either a desk or site visit verification regardless of the modified aggregate verification schedule.