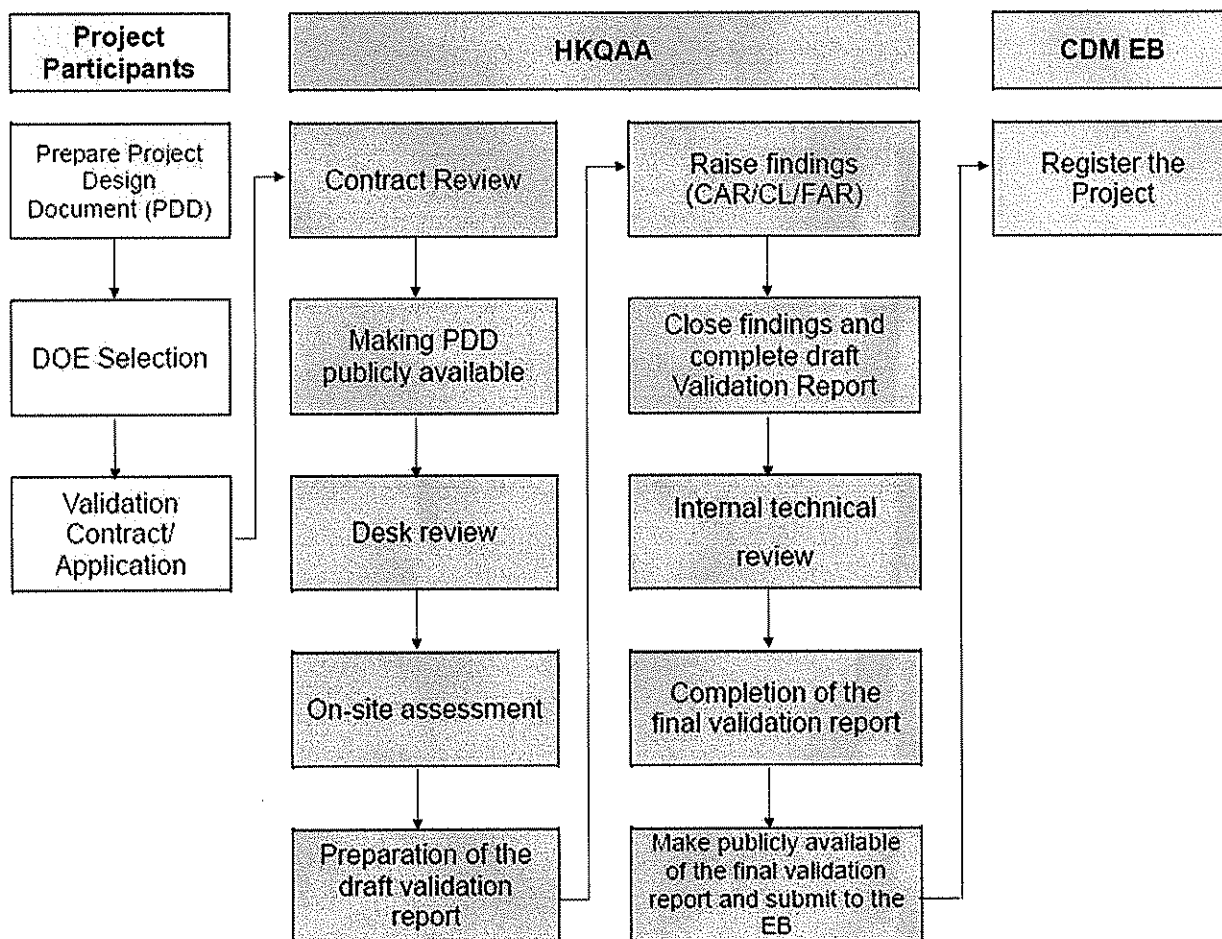


**HKQAA Guide
 of Validation and Verification/Certification Services for CDM Project**

Validation Services

- A validation contract will first be signed between HKQAA and the CDM project participants for the validation process. The contract will be signed by Business Division.
- After related application documents (including the PDD and other required information/ documents) were submitted by the project participant and were reviewed by HKQAA as viable, HKQAA will start the formal validation process. The review will be done by Business Division and qualified validators/ verifiers.
- Works to be accomplished by HKQAA during the validation process include:
 - Making PDD publicly available by Corporate Communications
 - Desk review by validator
 - On-site assessment by validation team
 - Preparation of the draft validation report by validation team leader
 - Raise findings: Corrective Action Request (CAR)/ Clarification Request (CL)/ Forward Action Request (FAR), if any by validation team leader
 - Close findings and complete the draft validation report by validation team leader
 - Internal technical review by independent reviewer
 - Completion of the final validation report by validation team leader, and
 - Submission of the final validation report to the EB by Customer Service
- HKQAA will make the report publicly available by the Corporate Communications
- EB shall register this project as an official CDM project if no other issues were identified.

The process of validation is as below:



Verification / Certification services

- A verification/ certification contract will first be signed between HKQAA and the CDM project participants for the verification/certification process. The contract will be signed by Business Division.
- After related application documents were submitted by the project participant and were reviewed by HKQAA as viable, HKQAA will start the formal verification process. The review will be done by Business Division and qualified validators/ verifiers.
- Works to be accomplished by HKQAA during the verification process include:
 - Publication of the Monitoring Report by Corporate Communications
 - Desk review by verifier
 - On-site assessment by verification team
 - Preparation of the draft verification/ certification report by verification team leader
 - Raise findings(CAR/CL/FAR), if any by verification team
 - Close findings and complete the draft verification/ certification report by verification team leader
 - Internal technical review by independent reviewer
 - Complete final verification/certification report by verification team leader and
 - Submission of the report to the CDM EB by Customer Service
- HKQAA will make the report publicly available by Corporate Communications and
- ED will issue CERs (Certified Emission Reduction credits) if no other issues were identified.

The process of verification is as below:

