

# CDM Letter of Approval application and declaration of compliance

[To be provided on the Applicant's official letterhead<sup>1</sup>]

"Insert date"

National Authority for the CDM and JI  
Department of Climate Change  
GPO Box 854  
Canberra ACT 2601  
AUSTRALIA

Dear sir/madam

## Re: CDM Letter of Approval application

**[Delete if the Applicant is an individual (i.e. a natural person)]** On behalf of "Insert name of applicant" (*Applicant*), I am requesting written approval from Australia's Designated National Authority to participate in the following Clean Development Mechanism project:

**[Delete if the Applicant is a non-individual (e.g. a company)]** I (*Applicant*) am requesting written approval from Australia's Designated National Authority to participate in the following Clean Development Mechanism project:

Project information	
Name of project	"Insert name of project"
Host Party	"Insert Host Party"
Applicant's name	"Insert Applicant's name"
Applicant's business hours phone number	"Insert Applicant's business hours phone number"
Applicant's email address	"Insert Applicant's email address"
Applicant's postal address	"Insert Applicant's postal address"
Applicant's Australian National Registry of Emissions Units account name and number <i>Note: the Registry account holder and the Applicant must be the same person.</i>	"Insert Registry account name and number"
Has the project been denied approval by another Annex I Party DNA?  If yes, please provide the contact details of the DNA involved and attach an explanation as to why approval was denied	<input type="checkbox"/> Yes <input type="checkbox"/> No  "Insert contact details of the DNA involved"
Has the project been denied approval by any non-Annex I Party DNA?  If yes, please provide the contact details of the DNA involved and attach an explanation as to why approval was denied	<input type="checkbox"/> Yes <input type="checkbox"/> No  "Insert contact details of the DNA involved"

<sup>1</sup> Please note that Applicants may only add requested information to this application form. Any other modifications or additions will not be considered and will result in the application being deemed incomplete.

## Declaration of compliance

The Applicant agrees, represents and warrants that:

1. the project activity (as described in the Project Design Document) and the Applicant's participation in the project activity comply with all applicable internationally agreed guidelines and rules governing the Clean Development Mechanism, including the Kyoto Protocol and the decisions of the Conference of the Parties to the UNFCCC serving as the meeting of the Parties to the Kyoto Protocol;
2. the Applicant will take all reasonable steps to ensure that the project activity will comply with the Project Design Document as received by Australia's Designated National Authority in this Letter of Approval application<sup>2</sup>;
3. **[Delete if the project has been Registered]** the Applicant will inform the Designated National Authority when the project has achieved Registration by the CDM Executive Board;
4. **[Delete if the project has not been Registered]** "Insert name of project" was Registered by the CDM Executive Board on "Insert date of Registration" ;
5. the information supplied in this application and the attached documents (including the Project Design Document) is correct and not misleading by inclusion or omission;
6. the Applicant will perform, and is fully responsible for, the performance of any functions required of a Project Participant pursuant to the *Modalities and procedures for the Clean Development Mechanism (3/CMP.1)*, and any additional requirements imposed by the internationally agreed CDM rules or the Host Party;
7. the Applicant understands that Australia's Designated National Authority will not consider those matters that fall within the competence of:
  - 7.1. "Insert name of Host Party" , acting as Host Party in respect of the project;
  - 7.2. "Insert name of Designated Operational Entity" , appointed by the proposed Project Participants as a Designated Operational Entity in respect of the project; or
  - 7.3. the CDM Executive Board;
8. the Applicant is the account holder of an account in the Australian National Registry of Emissions Units;
9. the Applicant has read and understood *Australia's National Guidelines and Procedures for Approving Participation in Clean Development Mechanism Projects*;
10. the Applicant has been given approval to collect, and communicate to third parties, any personal information contained in this Letter of Approval application process, including information contained in the Project Design Document;
11. the Applicant consents to Australia's Designated National Authority disclosing any information provided in this Letter of Approval application process to other entities and Commonwealth Government agencies for the purpose of assessing eligibility to receive a Letter of Approval;

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<sup>2</sup> To ensure that this requirement is met, it is good practice for Applicants to:

- wait until the project activity has been Validated before submitting this Letter of Approval application; and
- seek to ensure conformity of the project activity with the Project Design Document through contractual or other arrangements with other Project Participants.

12. the Applicant consents to Australia’s Designated National Authority accessing, for proof of identity purposes, any personal information supplied to the Department of Climate Change/Australian Climate Change Regulatory Authority in its application for an account in the Australian National Registry of Emissions Units;
13. the Applicant consents to the Department of Climate Change and Australia’s Designated National Authority publishing the following information related to the CDM project activity:
  - 13.1. project name;
  - 13.2. Applicant’s name;
  - 13.3. Host Party name;
  - 13.4. date of issuance or refusal of the Letter of Approval;
  - 13.5. reasons for refusal of the Letter of Approval (if applicable); and
  - 13.6. project status;
14. the Applicant understands that giving false or misleading information is a serious offence under the *Criminal Code Act 1995 (Cth)*; and
15. the person who signs this application below is legally authorised to bind the Applicant and the signatures below are provided in the manner necessary to so bind.

A copy of the Project Design Document is attached

**[Delete if the Host Party Letter of Approval is not available]** A copy of the Host Party Letter of Approval is attached

**[Delete if the Host Party Letter of Approval is available]** The Applicant will forward a copy of the Host Party Letter of Approval to Australia’s Designated National Authority as soon as practicable

Signed by or on behalf of the Applicant:

Name of Applicant: "Insert name of Applicant"	
<b>Signature 1</b>	<b>Signature 2 (if applicable)</b>
Signature:	Signature:
Name of signatory: "Insert name of signatory"	Name of signatory: "Insert name of signatory"
Position: "Insert position"	Position: "Insert position"
Place of signature: "Insert place of signature"	Place of signature: "Insert place of signature"
Date: "Insert date"	Date: "Insert date"
<b>Witness</b>	<b>Witness</b>
In the presence of:	In the presence of:
Signature of witness:	Signature of witness:
Name of witness: "Insert name of witness"	Name of witness: "Insert name of witness"
Date: "Insert date"	Date: "Insert date"

Has this form been signed by a person legally authorised to bind the Applicant?

Yes       No

Please send the completed form with all necessary attachments to:

Email: [DNA@climatechange.gov.au](mailto:DNA@climatechange.gov.au)

and

Post: National Authority for the CDM and JI  
Department of Climate Change  
GPO Box 854  
Canberra ACT 2601  
AUSTRALIA

The information supplied to the National Authority for the CDM and JI in this application will be used to assess the application and for the purpose of communication with the Applicant. This information may be disclosed to other entities and Commonwealth Government agencies including the Australian Department of Foreign Affairs and Trade (DFAT) and AusAID for the purpose of assessing the application. The National Authority is authorised under the Commonwealth's executive power to collect the information requested in this application.