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From Ministry of Environment and Forestry:

COMMUNICATION ON REGISTRY OPERATIONS OF GREENHOUSE GAS EMISSION REDUCTION PROJECTS

Objective

ARTICLE 1 – (1) The objective of this Communication is to regulate the principles and procedures concerning the registry of projects carried out to reduce and limit greenhouse gas emissions and increase sinks within the context of combating climate change.

Scope

ARTICLE 2 – (1) This Communication covers the principles and procedures on the methodology to be followed in registering the projects that have been or will be carried out within the territories of the Republic of Turkey in the Greenhouse Gas Reduction Project Register and on informing the public.

Legal Basis

ARTICLE 3 – (1) This Communication has been prepared in accordance with the relevant provisions of the following legal texts:

- a) Environmental Law no. 2872 dated 9/8/1983,
- b) Law No. 4856 on the Organization and Duties of the Ministry of Environment and Forests, dated 1/5/2003,
- c) The United Nations Framework Convention on Climate Change (UNFCCC), ratified by Law No. 4990 dated 16/10/2003,
- ç) The Kyoto Protocol to the United Nations Framework Convention on Climate Change, ratified by Law No.5836 dated 5/2/2009,
- d) The Vienna Convention for the Protection of the Ozone Layer, ratified by Law no.3655 dated 20/6/1990,
- e) The Montreal Protocol on Substances That Deplete the Ozone Layer, ratified by Law no. 3656 dated 20/6/1990,
- f) The Regulation on Duties, Working Principles and Procedures of the Central Organization of the Ministry of Environment and Forestry, no. 25348 and dated 16/1/2004.

Definitions

ARTICLE 4 – (1) The terms used in this Communication refer to the following meanings:

- a) Designated Operational Entity: An independent third party entity or organization accredited by the relevant bodies of the Protocol and authorized to validate and verify projects,
- b) Ministry: The Ministry of Environment and Forestry,
- c) Verification: The procedure of verifying the greenhouse gas reductions declared by a project validated by a designated operational entity, through periodical review, measurement, monitoring and auditing based on accepted verification criteria,
- ç) Verification report: The report issued by the Designated Operational Entity following verification,
- d) Emission: Greenhouse gas emissions,
- e) Emission reduction: Greenhouse gas emission reduction, limitation or removal in metric ton of carbon dioxide equivalent achieved as a result of the project,
- f) Emission Reduction Purchase Agreement: Emission reduction purchase agreement regarding purchase of emission reduction certificates generated by the project,
- g) Directorate General: Directorate General for Environmental Management,
- ğ) Metric tons of carbon dioxide equivalent: Unit in metric tons for describing the global warming potential of greenhouse gases using carbon dioxide as a reference,
- h) Carbon market: The market where greenhouse emission reduction certificates are sold and purchased,
- i) Validation: The validation procedure by the designated operational entity as a result of assessment of greenhouse gas reductions declared in a project based on accepted validation criteria,
- ı) Validation Report: The document issued by the designated operational entity following validation,
- j) Project: Greenhouse emission reduction project,
- k) Project developer: The legal entity developing greenhouse gas reduction project or organization/institution authorised for developing project,
- l) Project design document: Document containing information specific to the project developed within the framework of any internationally recognized carbon market standard,
- m) Protocol: The Kyoto Protocol,
- n) Greenhouse gases: Gases causing global warming, which are being controlled by the Kyoto Protocol and the Montreal Protocol,

- o) Greenhouse gas emission reduction project: A project developed or being developed to obtain verified emission reduction certificates, or that has obtained verified emission reduction certificates, for the purpose of reduction of one or more greenhouse gases,
- ö) Certificate: Emission reduction certificate obtained through certification of greenhouse gas reductions verified by the designated operational entity,
- p) Registry: Greenhouse Gas Reduction Project Registry established by the Ministry,
- r) Convention: The United Nations Framework Convention on Climate Change.

Project owner record

ARTICLE 5 – (1) The owners, of which projects are to be registered in the Registry that is established through this Communication must have themselves recorded at the Ministry.

(2) Project owners applying for the first time to have their projects registered should submit the forms and documents listed in Annex-1 of this Communication to the Ministry. Project owners submitting the documents fully and accurately to the Ministry shall be registered upon approval of the Ministry.

Project registry

ARTICLE 6 – (1) Project owners recorded at the Ministry shall apply to the Ministry to have their projects registered. Projects started or finalized after 24/5/2004, projects ongoing at the date of coming into effect of this Communication and projects that will start at a future date shall be eligible for registry.

(2) In order to register the project, the project owner shall submit the following documents to the Ministry:

- a) For projects at the validation stage:
 - 1) Project Identification Form (Annex-2).
- b) For validated projects:
 - 1) Project Identification Form (Annex-2),
 - 2) Sustainable Development Criteria (Annex-3),
 - 3) Validated project design document,
 - 4) If in another language, Turkish summary of the validated project design document approved by the project developer,
 - 5) The validation report,
 - 6) If in another language, a Turkish summary prepared by the Designated Operational Entity or notary public-approved Turkish translation of the validation reports.
- c) For verified projects:
 - 1) Project Identification Form (Annex-2),
 - 2) Sustainable Development Criteria (Annex-3),
 - 3) Validated project design document,
 - 4) If in another language, a Turkish summary of the validated project design document approved by the Project owner,
 - 5) Validation report,
 - 6) Verification report,
 - 7) If in another language, Turkish summaries prepared by the Designated Operational Entity or notary public-approved Turkish translations of the validation and verification reports.

(3) Projects with complete project application documents and approved by the Ministry shall be registered and registry number shall be assigned to the projects. For applications not found suitable, an additional time period of fifteen workdays shall be granted. These projects shall be registered in case all conditions specified by the Ministry are fully met within this timeframe.

(4) Applications of validated projects shall be assessed within forty workdays at latest, and a “Registry Approval Document”, as given in Annex-4, shall be issued in case the application is found suitable within the framework of the national sustainable development criteria included in Annex-3 of this Communication.

(5) Information and documents related to projects granted with a Registry Approval Letter shall be shared with the public via the website of the Directorate General.

Post-Registry Procedures

ARTICLE 7 – (1) Reports related to the validation or verification statuses of projects shall be sent to the Ministry within twenty workdays after they are obtained, together with their Turkish summaries approved by the Project owner if in another language.

(2) In case registered project certificates lose their validity, the situation shall be notified to the Ministry together with the relevant verification report.

(3) The Project phases shall be shared with the public via the website of the Directorate General.

Notification and confidentiality of information and documents

ARTICLE 8 – (1) Unless otherwise stated in the relevant articles of this Communication, information and documents sent to the Ministry cannot be shared with third parties without the project owner's consent. When deems necessary, the Ministry may require submittal of an additional document or information to this end.

(2) Project developers shall comply with the obligation to notify the Ministry within twenty workdays of any changes in the information and documents submitted to the Ministry or any changes that may terminate a project-related contract/agreement or that can affect the status of the project in the Register. Registries and projects of project owners failing to fulfil this obligation or declaring inaccurate information or documents shall be removed from the Register, and any "Registry Approval Letter" that may have been issued shall be cancelled. Any such situation shall be made public through the website of the Directorate General.

Enforcement

ARTICLE 9 – (1) The provisions of this Communication shall come into effect on the date of their publication.

Execution

ARTICLE 10 – (1) The provisions of this Communication shall be executed by the Minister of Environment and Forestry.

ANNEX-1: Project Owner Information

1) Name of Organization/Entity:	
2) Address:	
3) Telephone:	
4) Fax:	
5) Electronic mail address:	
8) Authorized Contact Person: Name, Surname Tax Number Address Telephone Fax	

I hereby agree that the corporate information given above is accurate and I undertake to inform the Ministry within maximum 20 workdays of any changes or cancellations regarding this information.

Date of Issue:

Authorized Person
Name Surname
Signature
Stamp

N.B.: All documents in the application file must be signed and stamped.

Documents to be Submitted for Registration:

For local governments and public entities:

1. Signed and stamped original of the form given in Annex-1 of this Communication.

For companies:

1. Signed and stamped original of the form given in Annex-1 of this Communication
2. Notary public-attested trade registry certificate
3. Circular of signature

For Foundations, Associations and other Non-Governmental Organizations:

1. Signed and stamped original of the form given in Annex-1 of this Communication
2. Statute approved by the relevant directorate of associations
3. Certificate of Authorization
4. Association's founding declaration

ANNEX-2: Project Identification Form

Key Project Information
Project title:
Project's Purpose:
Project's Geographical location:
Project type:
Project Duration:
Project Type and Area of Activity
Project Capacity, Current Situation and Other
Project capacity:
Greenhouse gas or gases that are the subject of reduction:
Current Situation of the project:
Earliest Indicative Project Start Date:
Duration of Certification (year):
Estimated or realized yearly emission reduction quantity (in tons carbon dioxide equivalent)
Total emission reduction foreseen for overall project duration:
Applied certification standards entities :
Latest status at the applied standards entity:
Designated operational entity responsible for validation:
Designated operational entity responsible for verification:
Corporate Information:
Name of Project Owner:
Corporate Structure:
Address:
Relevant Officer:
Telephone/ Fax:
E-mail / web address:

Date of Issue:

Authorized Person of the Entity

Name Surname

Signature

Stamp

ANNEX-3: National Sustainable Development Information Form

National Sustainable Development Criteria for Greenhouse Gas Emission Reduction Projects	Yes / No	Relevant Explanation and Corresponding Pages in the Project Design Document
<p>a. General Criteria Project:</p> <p>(i) is consistent with national sustainable development and climate change policies, strategies and plans;</p>		
<p>b. Environmental Criteria Project:</p> <p>(i) meets the requirements in the environmental legislation;</p> <p>(ii) ensures prevention and/or capture of greenhouse gas emissions;</p> <p>(iii) provides secondary local environmental co-benefits such as conservation of local resources, pollution control, taking deforestation under control and so on.</p>		
<p>c. Social Criteria Project:</p> <p>(i) ensures poverty alleviation;</p> <p>(ii) ensures creation of new job opportunities;</p> <p>(iii) ensures benefits for the local population;</p> <p>(iv) takes gender equality into consideration.</p>		
<p>d. Economic Criteria Project:</p> <p>(i) creates a positive effect on national economy;</p> <p>(ii) is financially sustainable.</p>		
<p>e. Technological Criteria Project:</p> <p>(i) Ensures transfer of technology and information.</p>		

Date of Issue:

Authorized Person of the Entity
Name Surname
Signature
Stamp

ANNEX-4

Registry Approval Letter

**REPUBLIC OF TURKEY
Ministry of Environment and Forestry
Directorate General for Environmental Management**

Registry Document No: Registry Document Date:
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The Project with registry number, following evaluation by our Ministry,

- a) has been registered in the Greenhouse Gas Reduction Project Register pursuant to the provisions of Communication no27665 of the Ministry.
- b) has been evaluated and found suitable by the Ministry of Environment and Forestry.

Authorized Official

The Ministry of Environment and Forestry does not accept any responsibility whatsoever for any damages that may arise as a result of the certification process of emission reductions or as a result of development, implementation or completion of this project or its temporary or permanent termination.