

**Joint Crediting Mechanism Guidelines for Developing  
Sustainable Development Contribution Plan and Report**

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### **1. Scope and applicability**

1. The “Joint Crediting Mechanism Guidelines for Developing Sustainable Development Contribution Plan and Report” (hereinafter referred to as “these Guidelines”) are intended to assist project participants in developing Joint Crediting Mechanism (hereinafter referred to as “JCM”) sustainable development contribution plan (hereinafter referred to as “SDCP”) and sustainable development contribution report (hereinafter referred to as “SDCR”).
2. These Guidelines describe standards which are requirements to be met, except guidance indicated with terms “should” and “may” as defined in paragraph 5 below.

### **2. Terms and definitions**

3. “SDCP” is prepared by the project participant by filling in “JCM Sustainable Development Contribution Plan Form” (hereinafter referred to as “SDCP form”) and sets out in detail, in line with the JCM rules and guidelines, a plan of the JCM project to contribute to sustainable development.
4. “SDCR” is prepared by the project participant by filling in “JCM Sustainable Development Contribution Report Form” (hereinafter referred to as “SDCR form”) and sets out the achievement of SDCP implementation for a particular monitoring period.
5. The following terms apply in these Guidelines:
  - (a) “Should” is used to indicate that among several possibilities, one course of action is recommended as particularly suitable;
  - (b) “May” is used to indicate what is permitted.
6. Terms in these Guidelines are defined in “JCM Glossary of Terms” available on the JCM website.

### **3. General guidelines**

7. When designing a proposed JCM project and developing an SDCP and an SDCR, project participants apply these Guidelines.
8. The project participants provide a comprehensive description of plan and implementation on contributions to sustainable development (hereinafter referred to as “SD”) through their project.
9. The project participants should conduct ex-ante analysis of the contribution to SD using the SDCP form and ex-post evaluation of the contribution to SD using the SDCR form.
10. These Guidelines, the SDCP form and the SDCR form can be obtained electronically from the JCM website.
11. The Joint Committee may revise the SDCP form and the SDCR form, if necessary.
12. The SDCP form and the SDCR form are completed in English language.

13. The presentation of values in the SDCP form or SDCR form, including those used for the calculation, where necessary, should be in international standard format e.g. 1,000 representing one thousand and 1.0 representing one. The units used should be accompanied by their equivalent S.I. units/norms (thousand/million) as part of the requirement to ensure transparency and clarity.
14. The SDCP form and the SDCR form are to be completed without its format, font and headings being altered.
15. Project participants are encouraged to refer to, as appropriate, the related local and/or national regulations in their preparation of SDCP and SDCR.

## 4. Developing an SDCP and an SDCR

*In the following section, a hypothetical project is described in red color as an example to show how to fill in the SDCP form and SDCR form.*

### 4.1. Completing an SDCP form

<Example of a completed SDCP form>

#### A. Project description

A.1. Title of the JCM project

Solar Power Project in Ulaanbaatar City, Mongolia

A.2. Contact information

Name of the focal point entity (ies):	Tom Company Limited
Name of authorized signatory	Mr. <input type="checkbox"/> Ms. <input type="checkbox"/>
Last name:	First name:
Title:	

*Please name the focal point entity of the proposed project.*

**B. Prevention of Negative Impacts and Possible Contribution to Sustainable Development**

**B.1 Plan for prevention of negative impacts and for possible contribution to SD**

No.	Items	Questions	Yes/No	If answer is Yes, please describe the action plans.
1	Policy alignment	Does the proposed project fail to align with current domestic policies or programs that are relevant to its sector, technology, and/or geographical area?	No	
2	Environmental Impact Assessment (EIA)	Does the proposed project require official/legal process of EIA?	Yes	The project has passed the requirements for EIA under the Law on Environmental Impact Assessment of Mongolia in 2015.
3	Pollution Control  (No need to answer if EIA is required)	Does the proposed project emit air pollutants?	No	
4		Does the proposed project discharge water pollutants or substances which influence BOD, COD or pH, etc.?	No	
5		Does the proposed project generate waste, including electronic waste and refrigerants? (If answer is yes, please include waste management plan as an action plan)	Yes	Small amount of general waste are expected and they will be disposed of properly. Electronic waste can be generated due to unforeseen situation during the set-up of equipment and will be kept properly while seeking the ways for treating them appropriately.
6		Does the proposed project increase noise and/or vibration from the current level?	Yes	Certain noise increase is expected from power conditioners during operation, but it is expected not to create disturbance since the location is 10 km away from the nearest residential area.
7		Does the proposed project cause ground subsidence?	No	
8		Does the proposed project cause odor?	No	
9	Safety and health	Does the proposed project create hazardous condition for local communities as well as individuals involved in the project, during either its construction or its operation?	Yes	There is a possibility that the project have some hazardous conditions on workers' safety during construction, thus preventive measures will be carried out for securing safety of construction workers.
10	Natural Environment and biodiversity	Is the proposed project site located in protected areas designated by national laws or international treaties and conventions?	No	
11		Does the proposed project change land use of the community and protected habitats for endangered species designated by national laws or international treaties and conventions?	No	
12		Does the proposed project bring foreign species?	No	
13		Does the proposed project include construction activities considered to affect natural environment and biodiversity (e.g., noise, vibrations, turbid water, dust, exhaust gases, and wastes)?	No	
14		Does the proposed project use surface water, ground water and/or deep ground water?	No	

No.	Items	Questions	Yes/No	If answer is Yes, please describe the action plans.
15	Economy	Does the proposed project have negative impact on local workforce capacity?	No	
16		Does the proposed project have negative impact on local community's welfare?	No	
17	Social Environment and Community Participation	Does the proposed project cause any resettlement or other types of conflict?	No	
18		Does the proposed project fail to involve activities to respond to, and follow up, comments and complaints that can be received from local communities, particularly from the public consultation?	No	
19		Do the project participants violate any laws and/or ordinances associated with the labor and working conditions of local communities which the project participants should observe in the project?	No	
20	Technology	Does the proposed project fail to involve activities to build capacity of human resources directly involved in the project operation on operation and maintenance through technology transfer, trainings, and technical assistance?	No	
21		Does the proposed project fail to provide information of technology used in the project that consists of technology specification, manual book, and ways to overcome problems that can occur when being operated on the site, in English and in Mongolian language?	No	
22		Does the proposed project fail to plan the activities to develop human resources abilities for the local community involved in the preparation stage of the project, including construction and installation of technology?	No	

*Please identify the project influence on its surroundings in line with each identified item and the plan for contribution to sustainable development while ensuring compliance to national and local regulations. Please answer each question and select Yes (including "Not sure at the stage of submitting SDCP") or No depending on the situation at the stage of submitting SDCP.*

**C. Potential contribution to Sustainable Development Goals**

C.1 Identified potential contribution to SDGs

SDG No.	Which of the SDG(s) below can the project identify itself as potentially contributing to?	Potential contribution identified	If identified, please describe the potential contribution.
1	End poverty in all its forms everywhere	<input type="checkbox"/>	
2	End hunger, achieve food security and improved nutrition and promote sustainable agriculture	<input type="checkbox"/>	
3	Ensure healthy lives and promote well-being for all at all ages	<input checked="" type="checkbox"/>	By promoting the use of solar power instead of coal for electricity generation, the project can help improve ambient air quality, which can contribute to improving health of people and preventing diseases from air pollution, as covered by Target 3.9.
4	Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all	<input type="checkbox"/>	
5	Achieve gender equality and empower all women and girls	<input type="checkbox"/>	
6	Ensure availability and sustainable management of water and sanitation for all	<input checked="" type="checkbox"/>	Unlike thermal power plants, solar power plant does not use water for its operation. The project can thus help increase water-use efficiency in the energy sector and help protect water resources by promoting sustainable use of water, specified under SDG 6 particularly its Target 6.4.
7	Ensure access to affordable, reliable, sustainable and modern energy for all	<input checked="" type="checkbox"/>	By installing an XX MW solar power electricity generation plant supplying to the Central Electricity System, the project can contribute to expanding infrastructure and technology for supplying modern and sustainable energy services, and increasing renewable energy use in Mongolia, a landlocked developing country, helping it achieve its national target, as specified under SDG 7 particularly its Target 7.1, 7.2, 7.a, and 7.b.
8	Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all	<input type="checkbox"/>	
9	Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation	<input checked="" type="checkbox"/>	The project can contribute to facilitating sustainable and resilient infrastructure development through financial, technological and technical support, and increasing the resource-use efficiency through sustainable energy use in Mongolia, a landlocked developing country, specified under SDG 9 particularly its Target 9.4 and 9.a.
10	Reduce inequality within and among countries	<input type="checkbox"/>	
11	Make cities and human settlements inclusive, safe, resilient and sustainable	<input checked="" type="checkbox"/>	By reducing the consumption of coal, the project can contribute to reducing air pollution particularly in Ulaanbaatar City, reducing levels of fine particulate matter, thus improving overall air quality, which is a big issue in Mongolia. The project can contribute to SDG 11 particularly its Target 11.6.
12	Ensure sustainable consumption and production patterns	<input checked="" type="checkbox"/>	By substituting energy source from fossil fuels, the project can contribute to reducing coal consumption and mining, promoting sustainable management and efficient use of natural

SDG No.	Which of the SDG(s) below can the project identify itself as potentially contributing to?	Potential contribution identified	If identified, please describe the potential contribution.
			resources. The project can contribute to SDG 12 particularly its Target 12.2.
13	Take urgent action to combat climate change and its impacts	<input checked="" type="checkbox"/>	The project can reduce greenhouse gas emissions from fossil fuel substitution compared to reference emissions which will contribute to actual emissions reduction in Mongolia. The project will also contribute to improving awareness-raising and human and institutional capacity on climate change actions mitigation in Mongolia. The project can contribute to SDG 13 particularly its Target 13.3.
14	Conserve and sustainably use the oceans, seas and marine resources for sustainable development	<input type="checkbox"/>	
15	Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss	<input type="checkbox"/>	
16	Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels	<input type="checkbox"/>	
17	Strengthen the means of implementation and revitalize the Global Partnership for Sustainable Development	<input checked="" type="checkbox"/>	Private sector actors will mobilize direct financial investments to Mongolia for the installation, dissemination, and operation of an environmentally sound technology promoted by the project. Private investments will benefit from public funding support under the JCM public-private partnership, which can contribute to SDG 17 particularly its Target 17.3, 17.7, and 17.17.

Please mark each box under “Identified” depending on the potential contribution(s) from implementation of the project to each Goal. Where “Identified” box is marked, project participants are requested to describe the potential contribution(s) to the Goal.

When describing the potential contribution(s), please refer to the complete list of SDGs and indicators, “Global indicator framework for the Sustainable Development Goals and targets of the 2030 Agenda for Sustainable Development”, available on the United Nations Statistics Division website: <https://unstats.un.org/sdgs/indicators/indicators-list/>.

**References**  
 Law of Mongolia on Environmental Impact Assessments (2011)  
 Global indicator framework for the Sustainable Development Goals and targets of the 2030 Agenda for Sustainable Development.

List the references used to support descriptions provided, if any.



## 4.2. Completing an SDCR form

<Example of a completed SDCR form>

### A. Project description

A.1. Title of the JCM project

Solar Power Project in Ulaanbaatar City, Mongolia

A.2. General information of project

Reference Number	MN00X
Registration date	dd/mm/yyyy
Monitoring period	Start: dd/mm/yyyy, End: dd/mm/yyyy

## B. Contribution to Sustainable Development

### B.1 Check list for prevented negative impacts and for contribution to SD

No.	Items		Not identified	Identified	If a box under "Identified" is marked, please describe the corrective actions	
1	Policy alignment	Project failed to align with current domestic policies or programs relevant to its sector, technology, and/or geographical area	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
2	Environmental Impact Assessment (EIA)	Project did not meet the regulatory requirements of EIA reporting to the Government of Mongolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
3	Pollution Control	Occurrence of pollution in ambient air quality	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
4		Occurrence of pollution in water quality	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
5		Occurrence of waste generation, including electronic waste and refrigerants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Some general and electronic wastes were generated. Those wastes were properly transported and treated in line with the local regulations and company plan for proper disposal.	
6		Occurrence of noise and/or vibration	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
7		Occurrence of ground subsidence	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
8		Occurrence of ambient odor	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
9		Safety and health	Occurrence of accident or occupational accident	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A minor accident occurred but it was treated, its damage was compensated, and the safety measures were revised for local communities as well as individual workers involved in the project.
10		Natural Environment and biodiversity	Change of protected area conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11	Change of land use change and ecosystem conditions		<input checked="" type="checkbox"/>	<input type="checkbox"/>		
12	Introduction of foreign species		<input checked="" type="checkbox"/>	<input type="checkbox"/>		
13	Environmental impact during construction		<input checked="" type="checkbox"/>	<input type="checkbox"/>		
14	Use of surface water, ground water and/or deep ground water		<input checked="" type="checkbox"/>	<input type="checkbox"/>		
15	Economy	Decrease in local workforce capacity	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
16		Decline in local community welfare	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
17	Social Environment and Community Participation	Occurrence of resettlement or conflict	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
18		Failure to follow up comments and complaints successfully	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
19		Violation of regulatory labour and working conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
20	Technology	Failure to build human and institutional capacity by technology transfer, trainings, and technical assistance for	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

No.	Items	Not identified	Identified	If a box under “Identified” is marked, please describe the corrective actions
	operation and maintenance of technology			
21	Failure to provide technology specification and manual book at least in English and in Mongolian language as applicable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
22	Failure to develop human resources abilities of the local community involved in the preparation stage of the project	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*Please check each box, either in “Not Identified” or “Identified” depending on the kind of impact through the implementation of the project in line with each identified item. Where a box under “Identified” is marked, project participants are requested to describe the corrective actions on each related “Identified” impact.*

## C. Contribution to Sustainable Development Goals

### C.1 Check list for contribution to SDGs

SDG No.	Which of the SDG(s) below did the project identify itself as contributing to within the monitoring period?	Identified	If identified, please describe the contribution(s)
1	End poverty in all its forms everywhere	<input type="checkbox"/>	
2	End hunger, achieve food security and improved nutrition and promote sustainable agriculture	<input type="checkbox"/>	
3	Ensure healthy lives and promote well-being for all at all ages	<input checked="" type="checkbox"/>	By helping to reduce the burning of coal for electricity generation, the project helped to improve the ambient air quality, which is a big issue in Mongolia. The project may have contributed to reducing the number of deaths and illnesses from hazardous ambient air pollution, specified under SDG 3 particularly Target 3.9.
4	Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all	<input type="checkbox"/>	
5	Achieve gender equality and empower all women and girls	<input type="checkbox"/>	
6	Ensure availability and sustainable management of water and sanitation for all	<input checked="" type="checkbox"/>	Since solar power plant does not use water for its operation unlike thermal power plants, the project helped increase water-use efficiency in the energy sector and help protect water resources by promoting sustainable use of water, specified under SDG 6 particularly its Target 6.4.
7	Ensure access to affordable, reliable, sustainable and modern energy for all	<input checked="" type="checkbox"/>	The solar power plant supplied XX MWh of electricity to the Central Electricity System of Mongolia, which contributed to YY% of total electricity generation in the country in 2017, helping it achieve its national target. The project contributed to expanding infrastructure for modern and sustainable energy services and increasing renewable energy in Mongolia, a landlocked developing country, specified under SDG 7 particularly its Target 7.1, 7.2, 7.a, and 7.b.
8	Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all	<input type="checkbox"/>	
9	Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation	<input checked="" type="checkbox"/>	The project contributed to the sustainability of national electricity system by facilitating sustainable and resilient infrastructure development through XXX financial investments, transfer of advanced solar power technology and technical know-how, and increasing resource-use efficiency in Mongolia, a landlocked developing country, specified under SDG 9 particularly its Target 9.4 and 9.a.
10	Reduce inequality within and among countries	<input type="checkbox"/>	
11	Make cities and human settlements inclusive, safe, resilient and sustainable	<input checked="" type="checkbox"/>	By avoiding coal consumption, the project contributed to reducing air pollution in Ulaanbaatar City, thus improving overall air quality and quality of life and helping Mongolia address a big environmental health issue specified under SDG 11 particularly its Target 11.6.
12	Ensure sustainable consumption and production	<input checked="" type="checkbox"/>	By substituting fossil fuels with solar power as a resource for electricity generation, the use of

SDG No.	Which of the SDG(s) below did the project identify itself as contributing to within the monitoring period?	Identified	If identified, please describe the contribution(s)
	patterns		approx. XXX ton of coal is avoided every year, contributing to a more sustainable management of natural resources and promoting cleaner consumption and production specified under SDG 12 particularly its Target 12.2. By working with local designers and manufacturers, the project also contributed to building capacity of local technical forces in Mongolia.
13	Take urgent action to combat climate change and its impacts	<input checked="" type="checkbox"/>	The project reduced verified greenhouse gas emissions of YYYY tCO <sub>2</sub> e/year compared to reference emissions, which contributed to the actual reduction of greenhouse gas emissions in Mongolia. The project also raised awareness and improved understanding in renewable energy, solar power generation, and climate change mitigation through two workshops with ministries and private sector, one systems operation and maintenance training for ten project operators, and one consultation with fifteen local stakeholders. The project contributed to the overall SDG 13 particularly its Target 13.3.
14	Conserve and sustainably use the oceans, seas and marine resources for sustainable development	<input type="checkbox"/>	
15	Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss	<input type="checkbox"/>	
16	Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels	<input type="checkbox"/>	
17	Strengthen the means of implementation and revitalize the Global Partnership for Sustainable Development	<input checked="" type="checkbox"/>	Direct investments were made for the installation, dissemination, and operation of the solar power plant systems. The project also benefited from public funding support under public-private partnership through the JCM. The project contributed to SDG 17 particularly its Target 17.3, 17.7, and 17.17.

*Please mark each box under “Identified” depending on the contribution from implementation of the project to each Goal. Where “Identified” box is marked, project participants are requested to describe the contribution.*

*When describing the contribution(s), please refer to the complete list of SDGs and indicators, “Global indicator framework for the Sustainable Development Goals and targets of the 2030 Agenda for Sustainable Development”, available on the United Nations Statistics Division website: <https://unstats.un.org/sdgs/indicators/indicators-list/>.*