

Date of meeting: 16 January 2015

Place of meeting: Phnom Penh,

Kingdom of Cambodia

**Joint Committee of the Joint Crediting Mechanism  
between the Kingdom of Cambodia and Japan  
First Meeting**

**Meeting Report**

**Agenda item 1. Opening**

H.E. Sao Sopheap, Cabinet Director and Advisor, Ministry of Environment opened the first meeting of the Joint Committee (JC) of the Joint Crediting Mechanism (JCM) and gave opening remarks.

Mr. Yoshihiro Higuchi, Minister, Embassy of Japan in Cambodia, gave opening remarks.

Table: Attendance

<b>JC Members from Cambodian side</b>	
<b>H.E. Sao Sopheap</b>	Ministry of Environment
<b>H.E. Tin Ponlok</b>	Ministry of Environment
<b>H.E. Khieu Borin</b>	Assistant to Ministry of Environment
<b>Dr. Sar Chetra</b>	Ministry of Agriculture, Forestry and Fisheries
<b>Mr. Heang Bora (alternate)</b>	Ministry of Mine and Energy
<b>Mr. Duy Chandara (alternate)</b>	Ministry of Public Work and Transport
<b>Mr. Nguon Narin (alternate)</b>	Ministry of Industry and Handicraft
<b>JC Members from Japanese side</b>	
<b>Mr. Yoshihiro HIGUCHI</b>	Embassy of Japan in Cambodia
<b>Mr. Go TSURUTA</b>	Embassy of Japan in Cambodia
<b>Mr. Takashi KOBAYASHI (alternate)</b>	Ministry of Foreign Affairs
<b>Mr. Masayasu KOGA (alternate)</b>	Ministry of Economy, Trade and Industry
<b>Mr. Yuji MIZUNO</b>	Ministry of the Environment
<b>Mr. Hideki KAWATO</b>	Forestry Agency

\* The names of members present at the meeting are in bold print above.

## **Agenda item 2. Organizational matters**

### **Agenda item 2.1 Adoption of the agenda**

The JC adopted the agenda of the meeting.

### **Agenda item 2.2 Rules of Procedures for the Joint Committee**

The JC considered the draft “Joint Crediting Mechanism Rules of Procedures for the Joint Committee” and adopted it, as contained in Annex 1 to this meeting report.

### **Agenda item 2.3 Appointment of Co-Chairs**

The Cambodian side introduced H.E. Sao Sopheap, Cabinet director and Advisor of Ministry of Environment as the Cambodian Co-Chair, and the Japanese side introduced Mr. Yoshihiro Higuchi, Minister of the Embassy of Japan in Cambodia as the Japanese Co-Chair, appointed by Cambodian side and Japanese side respectively. The both Co-Chairs jointly serve the JC of the JCM between Cambodia and Japan.

### **Agenda item 2.4 Attendance**

The JC gave its consent to attendance of observers at this JC meeting.

### **Agenda item 2.5 Rules of Implementation for the JCM**

The JC considered the draft “Rules of Implementation for the Joint Crediting Mechanism (JCM)” and adopted it, as contained in Annex 2 to this meeting report.

### **Agenda item 2.6 Establishment of the JC secretariat**

The JC established the JC secretariat. The Cambodian side nominated six personnel from the Ministry of Environment and the Japanese side nominated Mitsubishi UFJ Research and Consulting Co., Ltd. for serving as the JC secretariat.

## **Agenda item 3. Rules and guidelines**

### **Agenda item 3.1 JCM Project Cycle Procedure**

The JC considered the draft “Joint Crediting Mechanism Project Cycle Procedure” and ten (10) forms related to the procedure and adopted them, as contained in Annex 3 and Annex 3.1 to 3.10 to this meeting report.

### **Agenda item 3.2 JCM Guidelines for Developing Proposed Methodology**

The JC considered the draft “Joint Crediting Mechanism Guidelines for Developing Proposed Methodology” and adopted it, as contained in Annex 4 to this meeting report.

**Agenda item 3.3 JCM Guidelines for Developing Project Design Document and Monitoring Report**

The JC considered the draft “Joint Crediting Mechanism Guidelines for Developing Project Design Document and Monitoring Report” and adopted it, as contained in [Annex 5](#) to this meeting report.

**Agenda item 3.4 JCM Guidelines for Designation as a Third-Party Entity**

The JC considered the draft “Joint Crediting Mechanism Guidelines for Designation as a Third-Party Entity” and adopted it, as contained in [Annex 6](#) to this meeting report.

**Agenda item 3.5 JCM Guidelines for Validation and Verification**

The JC considered the draft “Joint Crediting Mechanism Guidelines for Validation and Verification” and adopted it, as contained in [Annex 7](#) to this meeting report.

**Agenda item 3.6 JCM Glossary of Terms**

The JC considered the draft “Joint Crediting Mechanism Glossary of Terms” and adopted it, as contained in [Annex 8](#) to this meeting report.

**Agenda item 4. Other matters**

The Japanese side introduced an overview of the JCM registry and website.

The Japanese side also introduced the JCM promotion schemes and the JCM Feasibility Studies in Cambodia.

The observers made a brief introduction on their activities related to the JCM in Cambodia.

**Agenda item 5. Conclusion of the meeting**

The Co-Chairs gave closing remarks and closed the meeting.

**Annexes to the report**

Annex 1 Joint Crediting Mechanism Rules of Procedures for the Joint Committee

Annex 2 Rules of Implementation for the Joint Crediting Mechanism (JCM)

Annex 3 Joint Crediting Mechanism Project Cycle Procedure

Annex 3.1. JCM Modalities of Communication Statement Form

Annex 3.2. JCM Validation Report Form

Annex 3.3. JCM Project Registration Request Form

Annex 3.4. JCM Verification Report Form

- Annex 3.5. JCM Credits Issuance Request Form
- Annex 3.6. JCM Approved Methodology Revision Request Form
- Annex 3.7. JCM Post-Registration Changes Request Form
- Annex 3.8. JCM Project Withdrawal Request Form
- Annex 3.9. JCM Registration Request Withdrawal Form
- Annex 3.10. JCM Issuance Request Withdrawal Form
- Annex 4 Joint Crediting Mechanism Guidelines for Developing Proposed Methodology
- Annex 5 Joint Crediting Mechanism Guidelines for Developing Project Design Document  
and Monitoring Report
- Annex 6 Joint Crediting Mechanism Guidelines for Designation as a Third-Party Entity
- Annex 7 Joint Crediting Mechanism Guidelines for Validation and Verification
- Annex 8 Joint Crediting Mechanism Glossary of Terms