

Date of meeting: 29 September 2015

Place of meeting: San Jose, Costa Rica

**Joint Committee of the Joint Crediting Mechanism
between the Republic of Costa Rica and Japan
First Meeting**

Meeting Report

Agenda item 1. Opening

Mr. Alpízar, Director of Climate Change, Ministry of Environment and Energy opened the first meeting of the Joint Committee (JC) of the Joint Crediting Mechanism (JCM) and gave opening remarks.

Mr. Kimura, Counsellor, Embassy of Japan in Costa Rica gave opening remarks.

Table: Attendance

JC Members from Costa Rican side	
Mr. William ALPÍZAR	Ministry of Environment and Energy
Ms. Laura LIZANO	Ministry of Environment and Energy
Mr. Rafael MONGE	Ministry of Environment and Energy
Ms. Ana Luisa LEIVA	Ministry of Environment and Energy
Mr. Jorge Mario RODRÍGUEZ	Ministry of Environment and Energy
Ms. Joyce ARGUEDAS	Ministry of Public Works and Transport
JC Members from Japanese side	
Mr. Taijiro KIMURA	Embassy of Japan in Costa Rica
Mr. Gen AOKI (alternate)	Embassy of Japan in Costa Rica
Ms. Michiko MAKINO (alternate)	Ministry of Foreign Affairs
Mr. Sadanobu TAGUCHI(alternate)	Ministry of Economy, Trade and Industry
Mr. Takaaki ITO (alternate)	Ministry of the Environment
Mr. Hideki KAWATO	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. With reference to paragraph 20 of the Rules of Procedures for the Joint Committee, the JC took note of the importance of holding the meetings with (an) interpreter(s) as applicable.

Agenda item 2.3 Appointment of Co-Chairs

The Costa Rican side appointed Mr. Alpízar as the Costa Rican Co-Chair, and the Japanese side appointed Mr. Kimura as the Japanese Co-Chair. The both Co-Chairs jointly serve the JC of the JCM between Costa Rica 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. With reference to paragraph 40 of the Rules of Implementation for the JCM, the JC took note of the meaning of an eligible project as the project that meets the criteria of an approved methodology and is validated by a third-party entity.

Agenda item 2.6 Establishment of the JC secretariat

The JC established the JC secretariat. The Japanese side nominated Mitsubishi UFJ Research and Consulting Co., Ltd. for serving as the JC secretariat from the Japanese side. The Costa Rican side nominated the Climate Change Directorate (DCC), Ministry of Environment and Energy for serving as the JC secretariat from the Costa Rican side.

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 the JCM promotion schemes.

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