



# LOSS EVENT REPORT TEMPLATE

## Instructions for Completing the Loss Event Report

**TITLE PAGE:** Complete all items in the box on the title page using Arial or Century Gothic 10.5 point, black, regular (non-italic) font. This box must appear on the title page of the final document. Loss event reports may also feature the project title and preparers' name, logo and contact information more prominently on the title page, using the format below (Arial or Century Gothic 24 point and Arial or Century Gothic 12 point, black, regular font).

**LOSS EVENT REPORT:** Instructions for completing the loss event report are under the section headings in this template. Adhere to all instructions, as set out in the *VCS Standard*. Instructions relate back to the rules and requirements set out in the *VCS Standard* and accompanying VCS Program documents. The preparer will need to refer to these documents in order to complete the template.

*Note: The instructions in this template are to serve as a guide and do not necessarily represent an exhaustive list of the information the preparer must provide under each section of the template.*

Unless applying a merited deviation, please complete all sections using Arial or Franklin Gothic Book 10.5 point, black, regular (non-italic) font. Where a section is not applicable, explain why the section is not applicable (i.e., do not delete the section from the final document and do not only write "not applicable"). Submit the project description as a non-editable PDF.

Delete all instructions, including this introductory text, from the final document.



# LOSS EVENT REPORT TITLE

Logo (optional)

Document Prepared by (individual or entity)

Contact Information (optional)

<b>Project Title</b>	<i>Name of project</i>
<b>Version</b>	<i>Version number of this document</i>
<b>Report ID</b>	<i>Identification number of this document</i>
<b>Date of Issue</b>	<i>DD-Month-YYYY this version of the document issued</i>
<b>Project ID</b>	<i>VCS project database ID</i>
<b>Monitoring Period</b>	<i>DD-Month-YYYY to DD-Month-YYYY</i>
<b>Prepared By</b>	<i>Individual or entity that prepared this document</i>
<b>Contact</b>	<i>Physical address, telephone, email, website</i>

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# 1 LOSS EVENT DETAILS

## 1.1 Summary Description of the Loss Event

*Provide a summary description of the loss event.*

## 1.2 Date of Loss Event

*Indicate the date or date range when the loss event occurred.*

## 1.3 Location of Loss Event

*Indicate the location and geographic boundaries (if applicable) of the loss event.*

# 2 DATA AND PARAMETERS

## 2.1 Data and Parameters Monitored in Affected Area

*Describe data and parameters monitored for the loss event using the following table (copy table for each data unit/parameter).*

<b>Data Unit / Parameter</b>	
<b>Data unit</b>	<i>Indicate the unit of measure</i>
<b>Description</b>	<i>Provide a brief description of the data/parameter</i>
<b>Source of data</b>	<i>Indicate the source(s) of data</i>
<b>Description of measurement methods and procedures to be applied</b>	<i>Specify the measurement methods and procedures, any standards or protocols to be followed, and the person/entity responsible for the measurement. Include any relevant information regarding the accuracy of the measurements (e.g., accuracy associated with meter equipment or laboratory tests).</i>
<b>Frequency of monitoring/recording</b>	<i>Specify measurement and recording frequency</i>
<b>Value applied</b>	<i>Provide the value monitored for the data/parameter</i>

<b>Monitoring equipment</b>	<i>Identify equipment used to monitor the data/parameter including type, accuracy class, and serial number of equipment, as appropriate.</i>
<b>QA/QC procedures to be applied:</b>	<i>Describe the quality assurance and quality control (QA/QC) procedures to be applied, including the calibration procedures where applicable.</i>
<b>Purpose of data</b>	<p><i>Indicate one of the following:</i></p> <p><i>Calculation of baseline emissions</i></p> <p><i>Calculation of project emissions</i></p> <p><i>Calculation of leakage</i></p>
<b>Calculation method</b>	<i>Where relevant, provide the calculation method, including any equations, used to establish the data/parameter.</i>
<b>Comments</b>	<i>Provide any additional comments</i>

## 2.2 Description of Impact on Project Activities and Monitoring Plan

*Describe impacts to the project and the monitoring plan following the loss event.*

# 3 QUANTIFICATION OF ESTIMATED LOSS

## 3.1 Carbon Stock at Previous Verification

*Estimate the carbon stock of the project at the previous verification event.*

## 3.2 Carbon Stock after Loss Event

*Estimate the carbon stock of the project following the loss event.*

## 3.3 Summary of Estimated Loss

*Quantify the net loss of previously verified emission reductions and removals due to losses in carbon stocks.*

# 4 ADDITIONAL INFORMATION

*Include any raw data from monitoring, additional information used in estimating the loss event, documentation of activities conducted from monitoring the loss event, diagrams, etc.*