

Reef Credit Pipeline Listing Procedure



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Version Control

Reef Credit Pipeline Listing Procedure

Version 1

Version Number	Author	Change	Date Approved
1.0	Secretariat		28 June 2024

Purpose

The purpose of this document is to outline the procedure to follow when applying to the Secretariat to pipeline list a Reef Credit Project prior to Validation and registration, under the Reef Credit Scheme.

Application and audience

This procedure is for use by the Reef Credit Secretariat (Secretariat), Technical Advisory Committee (TAC) and Board of Directors (Board), Project Proponents, Landowners, and any party applying to list a pipeline Reef Credit Project.

Where a Project Proponent has identified a site to implement a Reef Credit Project, selected an appropriate Methodology (or draft Methodology), but is not yet in a position to complete the Validation and registration process, they may apply to the Secretariat for it to be listed as a Pipeline Project.

This document will be updated periodically by the Secretariat.

Pipeline Project process

1. The Project Proponent must apply to the Secretariat for a proposed Pipeline Project by completing the Pipeline Project Application (see Attachment 1 - Pipeline Project Application Template) and providing any supporting documentation.
2. The Pipeline Project Application and supporting documentation will be reviewed by the Secretariat to determine completeness.
3. The Secretariat will charge a fee to cover the administration costs for processing each Pipeline Project Application as set out in the Reef Credit Fee Schedule. If the Pipeline Project proceeds to Validation and registration, this fee is deducted from the Project Validation and registration Fee.
4. Where the Pipeline Project requirements are satisfied the Secretariat will register the Project as a Pipeline Listing on the Eco-Markets Australia website.
5. Pipeline Listing is valid for three (3) years from the date the Pipeline Project is registered by the Secretariat.
6. A Pipeline Project must have a Project Start Date within three (3) years of the date of the Pipeline Project Application.
7. Where a Pipeline Project does not successfully complete Validation and registration within the three (3) year validity period, the Secretariat will update the Project status to inactive.
8. Only the Project Proponent may initiate the Pipeline Listing process.

Pipeline Project Application

Only the Project Proponent may initiate the Pipeline Project Application process.

To list a Project as a Pipeline Project, the following shall be submitted to the Secretariat:

- a. Completed Pipeline Project Application (Attachment 1);
- b. Proof of a contractual relationship between the parties involved in the Project.

Note: Pipeline Projects may either apply an approved Methodology or a draft Methodology. Where a draft Methodology is applied the Project Proponent should reference the draft version of the Methodology. A Pipeline Project using a draft Methodology may only be submitted for Validation and registration after the draft Methodology has been approved.

The Secretariat will conduct a completeness review of the submitted documents and ensure all the requirements have been satisfied for Pipeline Listing.

The Secretariat will issue an invoice to the Project Proponent for payment of the Pipeline Listing Fee as detailed in the Reef Credit Fee Schedule.

When the Pipeline Listing Fee has been paid, the Secretariat will add the Pipeline Project as a Pipeline Listing on the Eco-Markets Australia website.

Where the Secretariat has reason to believe that false or misleading Project information has been submitted, the Secretariat will seek clarification from the Project Proponent. Where the Project Proponent cannot satisfactorily justify the information provided for the Pipeline Project, the Secretariat reserves the right to remove the Project from the Pipeline Listing on the website.

Attachment 1 - Pipeline Project Application Template

Instructions: The Project Proponent must use the Pipeline Project Application template when applying to the Secretariat for Pipeline Listing. The Pipeline Project Application template must be completed in full, and required attachments provided.

Information supplied in a Pipeline Project Application will be published as a Pipeline Listing on the Eco-Markets Australia website. The Project Proponent may request the Secretariat to withhold certain information from publication on the Pipeline Listing, if it is commercially sensitive.

Please fill out the below questions as completely and accurately as possible.

Project Applicant Details		
Project title	PROJECT NAME	
Document contact person Note: the nominated contact person will be contacted in regard to information provided in this form	CONTACT NAME	
Date submitted	DAY/MONTH/YEAR	
Sectoral scope Example: land management practice change	SCOPE	
Project documentation identification number (Secretariat to complete)	DOCUMENT ID <i>This will be a code name for the Pipeline Project Application package, made up of a 6-digit code, followed by the document/package name and reverse date. E.g. 8000XX_PROJECTAPPLICATIONPACKAGE_20200306</i>	
Project Proponent	NAME – Project Proponent	
Authorised Representative	NAME – Authorised Representative <i>Note: the authorised representative is the public facing contact person for the Pipeline Project.</i>	
Registry Account User Name (if applicable)	USER NAME	
Project Summary	The PROJECT NAME is located within the boundary of the CATCHMENT NAME Great Barrier Reef	N/A

Provide a brief description of the Project that will be published on the Registry, include Project name, location, objective, Pollutant reduction activities	Catchment and aims to generate Reef Credits under the <i>METHODOLOGY NAME</i> via the implementation of the following Pollutant reduction Project activities; <ul style="list-style-type: none"> • <i>action 1</i> • <i>action 2</i> • <i>action 3</i> <p><i>ADDITIONAL INFORMATION...</i></p>	
Methodology	<i>METHODOLOGY NAME</i> (e.g. <i>Methodology for Accounting Reduction in Nutrient Run-Off Through Managed Fertiliser Application Version 1.1</i>) <i>Note: a draft Methodology may also be used.</i>	N/A
General Eligibility Requirements	The Project will be carried out according to the <i>METHODOLOGY NAME</i> . The eligible activity from the Positive List (Standard – Schedule 2) for the <i>PROJECT NAME</i> is <i>ELIGIBLE ACTIVITY</i> . <i>ADDITIONAL INFORMATION...</i>	N/A
Estimated Project Start Date	The <i>PROJECT NAME</i> estimated start date is <i>DAY/MONTH/YEAR</i> . <i>ADDITIONAL INFORMATION...</i> <i>Note: A Pipeline Project must have an estimated Project Start Date within three (3) years of the date of the Pipeline Project Application.</i>	N/A
Crediting Period	The Crediting Period for the <i>PROJECT NAME</i> Reef Credit Project is <i>XX</i> years. Crediting Period matches that under the applied Methodology.	N/A
Project Location	The <i>PROJECT NAME</i> is within the boundary of the <i>CATCHMENT NAME</i> Great Barrier Reef Catchment as described in the Reef 2050 Water Quality Improvement Plan 2018.	N/A
Project categorisation	Estimate the potential size of the Pipeline Project overall as <i>SMALL</i> , <i>MEDIUM</i> or <i>LARGE</i> .	N/A

	<p><i>Small = 0-1000 Reef Credits</i></p> <p><i>Medium = 1000-5000 Reef Credits</i></p> <p><i>Large = 5000+ Reef Credits</i></p>	
Evidence of Intent to Develop a Project and Legal Right	<p><i>PROVIDE INFORMATION</i></p> <p><i>Proof of right to carry out Project:</i></p> <p><i>(e.g. the land manager has been the rights holder over the Land Titles since date)</i></p> <p><i>(e.g. the land manager has entered into a contractual arrangement with the Project Proponent to develop a Reef Credit Project)</i></p> <p><i>Subject to final approvals.</i></p>	<p><i>Document/evidence 1</i></p> <p><i>(e.g. Land Title details, excerpt of agreement that parties are working together to develop a Project, Statutory Declaration)</i></p>
Commercially sensitive information	<p><i>PROVIDE INFORMATION</i></p> <p><i>Note: information provided in this template will be publicly available upon Pipeline Project listing however all attached/supporting documentation will be regarded as commercially sensitive and will be withheld as commercial-in-confidence.</i></p>	

Declaration

By signing and submitting this Pipeline Project Application, the Project Proponent agrees to pay the Secretariat the non-refundable Pipeline Listing Fee, as set out in the Reef Credit Fee Schedule. The Project Proponent also acknowledges and agrees that the information included in this application, and any document(s) accompanying the application, is accurate, and that the acceptance or non-acceptance of the Pipeline Project Application shall be at the sole discretion of the Secretariat.

Signed for and on behalf of:

Name of Project Proponent	<INSERT>
Signature of Authorised Representative:	<INSERT>
Name of Authorised Representative signatory:	<INSERT>
Date:	DD/MM/YYYY