

## Global Artisan C-Sink – Extension of projects or their hand-over

The Global Artisan C-Sink standard does not explicitly explain or define the extension of the number of C-Sink Networks or the increase in the number of Artisan Biochar Producers. However, the growth of such projects is clearly anticipated within the standard.

This document aims to clearly outline the steps involved in demonstrating the various procedures for enlarging a project under Global Artisan C-Sink.

### 1. New Artisan C-Sink Manager and new project

If a new Artisan C-Sink Manager wishes to register a project, the process is outlined in this [document](#) on our [website](#). Please review it and begin the registration process.

### 2. Already verified project, same verified Artisan C-Sink Manager and adding of new Artisan Biochar Producers

The most common reasons for updating a project include the extension and onboarding of new Artisan Biochar Producers (C-Sink Farmers, Artisan Pros, or C-Sink Cooks). In these instances, the following procedures must be followed, as detailed in the subchapters below.

No retroactive recognition of produced biochar and therefore verification of C-sinks is possible before the date of approval by the VVB.

#### 2.1 Artisan Farmers and C-Sink Networks

Step	Description	Responsible party
1	New C-Sink Farmers are trained and enlisted in the dMRV of the Artisan C-Sink Manager and linked to an existing or new C-Sink Network within the same project.	Artisan C-Sink Manager
2	List of new trained C-Sink Farmers are sent to VVB once per month. Minimum information required: <ul style="list-style-type: none"> <li>• Name, Address or GPS location, Phone number</li> <li>• GPS data of cultivated land and unique ID number</li> <li>• Proof of training</li> </ul> If a new C-Sink Network is opened within the same project, a new ICS for this C-Sink Network needs to be handed in.	Artisan C-Sink Manager
3	Approval of the new enlisted C-Sink Farmers in the C-Sink Network by the VVB. An additional on-site inspection is required if the number of C-Sink Farmers doubles or increases by 100, whichever is greater, since the last on-site inspection and verification statement.	VVB

Step	Description	Responsible party
4	From the approval date onward, the subsequent biochar production and the resulting C-sinks can be submitted for verification.	Artisan C-Sink Manager

## 2.2 Artisan Pro

Step	Description	Responsible party
1	New Artisan Pro's are trained and enlisted in the dMRV of the Artisan C-Sink Manager and the same verified project.	Artisan C-Sink Manager
2	Inform VVB about the new Artisan Pro's within one month by filling in the relevant form from the VVB. Minimum information required: <ul style="list-style-type: none"> <li>Name, Address, Phone number</li> <li>Evidence of training</li> <li>Location of pyrolizer (address and GPS coordinates)</li> <li>Technology used and estimated quantities</li> <li>Inspection report by the Artisan C-Sink Manager</li> <li>Lab report for bulk density and annual analysis report for each biomass and Artisan Pro individually</li> </ul>	Artisan C-Sink Manager
3	Approval of the new enlisted Artisan Pro by the VVB. An additional on-site inspection is mandatory if the number of Artisan Pros increases by three since the last on-site inspection and verification statement.	VVB
4	From the approval date onward, the subsequent biochar production and the resulting C-sinks can be submitted for verification.	Artisan C-Sink Manager

## 2.3 C-Sink Cooks

Step	Description	Responsible party
1	New C-Sink Cooks are trained and enlisted in the dMRV of the Artisan C-Sink Manager and the same verified project.	Artisan C-Sink Manager
2	Inform VVB about the new C-Sink Cooks within one month by filling in the relevant form from the VVB. Minimum information required: <ul style="list-style-type: none"> <li>Name, Address, Phone number</li> </ul>	Artisan C-Sink Manager
3	Approval of the new enlisted C-Sink Cooks by the VVB. An additional on-site inspection is mandatory if the number of C-Sink Cooks doubles since the last on-site inspection and verification statement.	VVB

Step	Description	Responsible party
4	From the approval date onward, the subsequent biochar production and the resulting C-sinks can be submitted for verification.	Artisan C-Sink Manager

### 3. New project and existing, verified Artisan C-Sink Manager:

When a verified Artisan C-Sink Manager with an active and verified project wishes to start another project with new Artisan Biochar Producers (e.g., in a new country or same country with Artisan Biochar Producers that has not been registered in any project previously), the following procedure must be followed.

Step	Description	Responsible party
1	Notify <a href="#">CSI</a> about the initiation of the new project.	Artisan C-Sink Manager
2	CSI will explain the required steps based on the specific case.	CSI
3	Hand in PDD for the new project	Artisan C-Sink Manager
4	Starting Public Consultation	CSI
5	Validation of PDD	VVB
6	Inspection and Verification of new project	VVB

#### 4. Handover of an entire project to another Artisan C-Sink Manager:

A project can be handed over to a new Artisan C-Sink Manager. The general procedure is outlined below, but specific measures may be tailored based on the individual case.

Step	Description	Responsible party
1	Inform <a href="#">CSI</a> and VVB about the handover to a new Artisan C-Sink Manager	Old Artisan C-Sink Manager
2	<p>If a new Artisan C-Sink Manager is already verified and a responsible staff member from an approved ICS is overseeing the monitoring of the new Network/Artisan Pros/C-Sink Cooks, the registration of the new entities with the VVB, followed by a desk audit, is deemed sufficient to ensure the ongoing compliance of the biochar producers.</p> <p>If new ICS staff is responsible for monitoring the new Network/Artisan Pros/C-Sink Cooks, an on-site audit must be conducted.</p> <p>If new Artisan C-Sink Manager is <b>not yet verified</b> he/she must go through the regular <a href="#">process</a>.</p>	New Artisan C-Sink Manager