

Endorsement and Validation and Verification of the Artisan C-Sink Manager

The endorsement and validation/verification process consists of three phases:

1. The endorsement phase by Carbon Standards
2. The validation determines whether a project meets all rules and requirements from the Global Artisan C-Sink standard and is conducted by approved, qualified and independent Validation/Verification Bodies (VVB).
3. The verification by a VVB confirms that the outcome set out in the project document description (PDD) has been achieved and quantified according to the requirements of the Global Artisan C-Sink Standard.

The Artisan C-Sink Manager can delegate defined tasks of the managing and monitoring process to other organizations or persons, such as the training of making biochar, C-sink tracking, and on-site controls.

However, the Artisan C-Sink Manager is entirely responsible for all activities related to the planning, production, monitoring, and declaration of Global Artisan C-Sinks as described in the present guidelines.

1. Endorsement

The endorsement process contains a full application review by Carbon Standards (in general, this implies several review rounds and may include consulting by the Ithaka Institute, and or other experienced Artisan C-Sink Managers). The following documents must be submitted by the Global Artisan C-Sink Manager for approval by Carbon Standards.

1. Registration form
2. Documentation of the dMRV (incl. written documentation of the local registries' architecture including back-up and IT security, protocol for data transfer to the Global C-Sink Registry)
3. Financial report (Payment scheme (when, how, and at what rate the C-Sink money is paid to whom)
4. C-content and bulk density of the biochar for each feedstock or feedstock mix (if not already listed in the database).
5. Internal training protocol: Artisan Biochar Producer training program, including train-the-trainers approach, including videos of training session.

2. Validation/ Verification

After being endorsed by Carbon Standards, Artisan C-Sink Managers go through a validation and verification process. This process consists of the following steps:

2.1 Validation

1. Online application for validation/verification
2. Submit the following documents:
 - Project Design Document (PDD, a template is provided by Carbon Standards)
 - Monitoring Plan: The data necessary for calculating the C-Sink must be monitored and documented in the IT tools by Artisan C-Sink manager. These data form the basis for the Monitoring Report.
 - Sampling plan

- Internal control system

Please note that the PDD and Monitoring Plan as well as a validation report by the VVB and the non-conformities found and any other relevant project documents deemed necessary by the VVB to ensure transparency will be made publicly available through the Global Biochar Registry. It is the responsibility of the C-sink Manager to mark documents as confidential. If you wish that certain information is treated as confidential, please submit two versions (one where confidential information is made illegible and one containing all information)

3. Proof of endorsement as a C-Sink Manager and endorsed dMRV (where applicable)
4. Validation of PDD and Monitoring Plan, Sampling Plan and internal Control System by the VVB
5. If applicable: Definition of non-compliances and corrective actions for the validation by VVB
6. Submission of corrective actions by the Artisan C-Sink Manager
7. Independent review and expression of an opinion on the PDD by the VVB

2.2 Verification

1. Implementation of the internal control system and Quality Management by the Artisan C-Sink Manager
2. On-site audit by the VVB where the effectiveness of the internal control system is checked and Artisan Pros and farmers are visited to check the implementation of the requirements.
3. If applicable: Definition of non-compliances and corrective actions by the VVB
4. If applicable: Implementation of corrective actions by the Artisan C-Sink Manager
5. Verification Statement by the VVB confirming that the outcomes set out in the PDD have been achieved and quantified according to the standard.

Please note that the verification and monitoring report and the non-conformities found by the VVB will be made publicly available through the Global C-Sink Registry. It is the responsibility of the C-Sink Manager to indicate to the VVB if any information in these reports is considered confidential.

Companies, non-governmental organizations, farmer unions or regional authorities may become Artisan C-Sink Manager for the Global Artisan C-sink standard.