ART approved Validation and Verification Bodies (VVBs) should include the following information in their validation report. VVBs may use this outline or may use their own reporting template if it includes all of the required information. Additional information may included in order to improve transparency and completeness or to meet internal reporting requirements.

#### Title Page

*Provide a cover sheet identifying at a minimum the Participant, the crediting period being validated, the VVB, and the date of the report.*

#### Contact Information

*Provide the names and information for the primary contacts from the Participant and the VVB.*

#### Validation scope

*Provide a summary of the scope of the validation.*

#### Validation Team

*List the validation team members, their roles, and demonstration of each individual’s competency.*

#### Validation Process

*Provide an overview of validation procedures and activities including sampling approaches employed.*

#### Validation Results

*Provide a summary of Participant’s REDD+ program’s conformance to TREES, including a discussion of stakeholder comments received and how these were addressed by the Participant.*

#### Major and Minor Nonconformances

*Provide a list of the major and minor nonconformances identified and how each was or will be addressed by the Participant.*

#### Observations

*Provide a list of observations identified.*

#### Validation conclusion

*Provide the VVB’s conclusion following completion of the validation.*