



# Carbon Farming Initiative

## What records do I need to keep for a savanna burning project?

You must keep records of your emissions avoidance project to support your application for Australian carbon credit units. When keeping records, consider: Are you collecting your data efficiently? Will you be able to maintain your data in the event of an emergency? Are you collating data in a way that will assist an auditor's review of your project?

### Records required by the savanna burning methodology determinations

#### Vegetation map

A vegetation map defines the project area. Specific data and other mapping products will need to be consulted to produce the vegetation map, such as the savanna burning 1000 mm rainfall map.

- Data sources used for compiling the vegetation map, including copies of all mapping products consulted and produced
- Evidence of the validation of the vegetation map, including:
  - The results of the validation assessment
  - The data sources used for undertaking the validation assessment, including copies of all mapping and sampling products consulted and produced
  - All geographic information system (GIS) maps depicting the position of all independent data waypoints collected
  - The GIS map that shows the intersection of the independent data waypoints and the vegetation map
  - The matrix showing quantitative evidence of errors of omission and commission by vegetation class and evidence that the final vegetation map is at least 80 per cent reliable

#### Calculating baseline and project emissions

- All maps and data used to calculate both baseline and project emissions must be kept in electronic form.

- The data sets must be in standard spreadsheet or text formats
- The maps must be in standard geospatial formats

Specifically, the following maps must be kept:

- Copies of all mapping products consulted and produced to generate the maps
- A GIS map combining the vegetation map and the savanna burning 1000 mm rainfall map that proves the project falls within the above 1000 mm rainfall area
- Seasonal fire maps for each year in the baseline period and reporting periods
- All monthly fire maps and supporting data sets used to develop maps to calculate baseline and project emissions
- Years since last burnt (YSLB) maps for the project area and the data used to develop the maps
- For a fire map sourced from NAFI, evidence of the source

For a fire map not sourced from NAFI:

- The registered greenhouse and energy auditor's validation assessment report of the fire map
- The data sources used for undertaking the validation assessment, including copies of all mapping and sampling products consulted and produced
- All GIS maps depicting the position of all independent data waypoints collected
- The GIS map that shows the intersection of the independent data waypoints and the seasonal fire maps
- The matrix showing quantitative evidence of errors of omission and commission by vegetation class and evidence that the final vegetation map is at least 80 per cent reliable

If the data collected by the registered greenhouse and energy auditor's validation assessment has been used to increase the accuracy of a fire map:

- The original fire map and the adjusted fire map

## **Records of project activities**

- The results of all calculations and information that contribute to calculations of project emissions and abatement
- Records of early dry season burning activities undertaken, including location, timing and method
- Evidence of fuel use, including invoices and receipts and, in the case of helicopter use if fuel use receipts are not available, record of hours of flight

## **Other records required**

- Correspondence between the proponent and the Clean Energy Regulator in relation to your eligible offsets project
- Information about your legal right to carry out a project

- Information in relation to any decision made by the proponent in relation to the proponent's obligations under the Act or these Regulations, including the reasons for the decision
- Information about any variations to the project
- Information about regulatory approvals required and/or obtained in relation to the project
- Offset reports and Carbon Farming Initiative audit reports (if any)
- Information about any event that is reasonably likely to significantly increase or decrease abatement

If the proponent is not an individual, information about the following:

- the proponent's organisational structure, and any changes it undergoes
- the individuals with decision-making authority within the organisation, and any change of those individuals

*You will need to ensure that the project has secure storage for all data and records, and a means of retaining records for at least seven years from the date the related offsets report was provided to the Clean Energy Regulator. If you have any further questions about the Carbon Farming Initiative, visit the Clean Energy Regulator website<sup>1</sup>, call 1300 553 542 or email [cfiadministrator@cleanenergyregulator.gov.au](mailto:cfiadministrator@cleanenergyregulator.gov.au).*

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<sup>1</sup> [www.cleanenergyregulator.gov.au/carbon-farming-initiative](http://www.cleanenergyregulator.gov.au/carbon-farming-initiative)