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CDM ACCREDITATION PANEL FIFTY-THIRD MEETING

Bonn, Germany, 14-17 March 2011

Draft agenda

Monday		Tuesday		Wednesday		Thursday	
AM	PM	AM	PM	AM	PM	AM	PM
Opening Cases	Cases	Cases	Cases, Other DOE matters	Policy	Assessment resources	Remaining issues	Closure

Opening of the meeting

1. Adoption of the agenda
2. Implementation of requests from the previous CDM-AP meeting
3. Outcome of the latest meeting of the CDM Executive Board
4. Development in the joint implementation accreditation process

Accreditation cases

5. Spot-check assessments
6. Initial accreditation
7. Re-accreditation
8. Extension of scope
9. Regular surveillance of central and non-central sites
10. Performance assessments
11. Other entity-specific matters

Other DOE and assessment-related matters

12. Report on DOE performance in July - December 2010
13. Report on visits deviating from the default duration of 4 person-days
14. Report on implementation of the new standard
 - a) Statements of compliance received
 - b) Additional desk reviews for the entities accredited from CDM-EB 59
15. Report on complaints received since the last meeting

Assessment resources

16. Report on performance of the CDM-AT leaders and members
17. Terms of reference for CDM-ATs, including competence requirements for assessors
18. Preparation for the interaction with the assessors at the CDM-AT workshop

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Policy matters

19. Clarifications on the CDM accreditation standard
 - a) Further analysis of the inclusion on the non-central sites in paragraph 166 (a)
 - b) Requests from the CDM-AP members
 - i. Full responsibility for decision-making, paragraph 27
 - ii. Uploading of documents, paragraph 99
 - c) Requests from stakeholders:
 - i. Work experience in paragraph 6 of annex D
 - ii. Qualification for other technical areas
 - iii. Presence of a qualified technical expert for on-site visit
 - iv. Definition of engagement in paragraph 5 of annex D
 - v. Meaning and scope of paragraph 166 (f)
 - vi. Classification of PhD studies as direct work experience in paragraph 4 (a) of annex D
 - vii. Definition of “technical training course” in paragraph 8 of annex D
 - viii. Necessity of three years of direct work experience for complex technical areas
 - ix. Inclusion of “technical expert” in annex D, footnote 11, sub-paragraph (a)
 - x. Definition of direct working experience
 - d) Scope of technical areas 1.1 and 1.2
20. Discussion on the purpose, modalities and number of the performance assessments
21. Assessment forms
 - a) F-CDM-OR - On-site assessment report

Organizational

22. Modalities of communication with the DOE/AE Coordination Forum
23. Schedule of CDM-AP meetings

Closure of the meeting

24. Adoption of the minutes of the meeting, report and recommendations to the CDM-EB
25. Closure of the meeting
