

CDM-AP65-AA

Annotated agenda

CDM Accreditation Panel sixty-fifth meeting

Version 1.0

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Annotations to the proposed agenda

Agenda item 1. Agenda and meeting organization

Agenda item 1.1. Opening

1. ► **Action:** The meeting will be opened by the Chair of the CDM accreditation panel (hereinafter referred to as the CDM-AP).

Agenda item 1.2. Adoption of the agenda

2. ► **Action:** The CDM-AP may wish to adopt the proposed agenda for the sixty-fifth meeting.

Background: The agenda was drawn up based on standing agenda items, requests from the CDM-AP and mandates from the Board.

Agenda item 2. Governance and management matters

Agenda item 2.1. Membership issues

3. ► **Action:** Members of the CDM-AP may wish to provide statements on any potential conflict of interest concerning the issues on the agenda for the meeting, and take action, as appropriate.

Background: In accordance with the Terms of Reference of the Support Structure of the CDM EB (version 04.0), the CDM-AP members are requested to disclose any financial interest or any real or perceived conflict of interest relating to the work of the CDM-AP at this meeting and subsequently refrain from participating in the CDM-AP consideration of such matter.

4. ► **Action:** The CDM-AP may wish to consider a presentation by the secretariat on the modalities of operations of the support structure of the Board, including the CDM-AP.

Background: The Board, at its 73rd meeting, appointed new members of the CDM-AP to serve from the first day of the 65th meeting until immediately before the first meeting of the CDM-AP after selection of new members by the Board in 2014. To support continuity of the operations the secretariat has prepared a presentation on the specific role of the CDM-AP and modalities of its operations.

Agenda item 2.2. Planning issues

5. ► **Action:** The CDM-AP may wish to consider an update on the progress of implementation of its workplan for 2013 and the remaining activities for the second half of the year.

Background: The Board, at its 74th meeting, took note of the mid-year progress review of the CDM-AP workplan for 2013.

Agenda item 2.3. Performance management

6. ► **Action:** The CDM-AP may wish to take note of a report on the DOE performance monitoring data and agree on actions as appropriate.

Background: Paragraphs 38 and 39 of the Procedure on Performance Monitoring of Designated Operational Entities (version 01.0) states that “Based on the data collected and reported by the secretariat to the CDM-AP, the CDM-AP at its next meeting or the meeting after, shall decide on the number and nature of performance assessments, the number of non-central sites to be assessed and the areas to be assessed during site assessments and regular on-site surveillance assessment. These decisions shall be in accordance with paragraphs 66, 91 and 140 of the accreditation procedure. The CDM-AP shall also initiate a spot-check of a DOE if it has reached the red zone, preparing the scope of the spot-check and providing the CDM assessment team (CDM-AT) with all relevant information on the areas to be assessed based on the performance monitoring reports. The CDM-AP shall also notify the Board of such a decision as specified in the CDM accreditation procedure, paragraph 123.”

The following data has been made available on the extranet:

- Monitoring period 5 (1 January 2012 – 30 June 2012), version 3.0;
- Monitoring period 6 (1 July 2012 – 31 December 2013), version 1.0.

7. ► **Action:** The CDM-AP may wish to consider a report on the implementation of DOE assessment plans.

Background: The CDM-AP, at its 62nd meeting, agreed on the criteria to establish individual assessment plans for the accreditation cycle of AE/DOEs. The CDM-AP requested the secretariat to prepare assessment plans for each DOE and acknowledged that the 2013 assessment plans could be subject to change due to market circumstances (e.g. number/type of submissions), resource availability and the revision of the procedure and performance monitoring procedure.

8. ► **Action:** The CDM-AP may wish to take note of a report on the visits deviating from the default duration of 4 person-days.

Background: The CDM-AP, at its 52nd meeting, agreed that “when scheduling regular surveillances of the central and non-central sites, the secretariat may deviate from the original assessment length of 4 person-days by up to 2 person-days, depending on the volume and diversity of work being performed by the site. The secretariat shall report on the deviations at the next CDM-AP meeting.”

9. ► **Action:** The CDM-AP may wish to take note of a report on the delays of more than seven days, which took place in ongoing assessments.

Background: The CDM-AP, at its 55th meeting, agreed that “delays of not more than 7

days are acceptable, provided that the entity has submitted a reasonable explanation for the delay prior to the deadline. The CDM-AP requested the secretariat to inform it on any delay exceeding seven days". In addition, the CDM-AP, at its 59th meeting, agreed that "in view of the significant reduction of the delays by the AEs/DOEs, the CDM-AP agreed not to take any policy decision on this issue at this time and to consider such delays individually".

10. ► **Action:** The CDM-AP may wish to consider a report on performance of the CDM assessment team leaders and members and agreed on the feedback to be given.

Agenda item 2.4. Matters related to the Panel

11. ► **Action:** The CDM-AP may wish to take note of a presentation from the CDM-AP chair on the outcomes of the EB 73 and EB 74 meetings.
12. ► **Action:** The CDM-AP may wish to take note of a presentation from the secretariat on the recent developments in the JI accreditation process.
13. ► **Action:** The CDM-AP may wish to take note of a presentation from the secretariat on the outcomes of the 8th CDM roundtable.
14. ► **Action:** The CDM-AP may wish to take note of a report from the secretariat on electronic decisions conducted since the last CDM-AP meeting.

Please note: Due to confidentiality provisions the case-related information is restricted to the CDM-AP.

Agenda item 3. Rulings (case specific matters)

Please note: Due to confidentiality provisions the case-related information is restricted to the CDM-AP.

Agenda item 4. Regulatory matters

Agenda item 4.1. Standards/tools

15. ► **Action:** The CDM-AP may wish to consider the draft revised CDM accreditation standard and provide input, as appropriate.

Background: The Board, at its 73rd meeting, considered the draft revised "CDM accreditation standard" and provided feedback to be taken into account by the secretariat in preparing the further draft to be considered by the Board at its seventy-fifth meeting. The Board noted that the secretariat will consult with the CDM-AP and DOEs in preparing the next draft.

Agenda item 4.2. Procedures

16. ► Action: The CDM-AP may wish to consider the revised CDM accreditation procedure and provide input on its implementation plan.

Background: The Board, at its 74th meeting, adopted the revised CDM accreditation procedure and agreed to make it effective as of 1 January 2014. The Board requested the secretariat to make timely preparations for its implementation and develop transitional measures for shifting from the current accreditation procedure to the revised accreditation procedure, for consideration by the Board at a future meeting in 2013.

17. ► Action: The CDM-AP may wish to consider the revised DOE performance monitoring procedure.

Background: The Board, at its 73rd meeting, adopted the revised procedure for Performance monitoring of the designated operational entities.

Agenda item 5. Other matters

18. ► Action: The CDM-AP may wish to consider a draft paper on the JI accreditation system.

Background: The JISC, at its 32nd meeting, considered a concept note on options for the strategic direction of the joint implementation (JI) accreditation system. It agreed to decide on the direction for any modifications to the regulatory documents defining the JI accreditation system at its next meeting and requested the secretariat to prepare a further concept note to elaborating the options and providing information, including on current market and accreditation conditions, costs, JI-specific accreditation requirements and the impact on accredited independent entities (AIEs). The JISC also agreed to provide, as appropriate, a recommendation to the ninth session of the CMP on the possible alignment or integration of the CDM and JI accreditation systems.

19. ► **Action:** The CDM-AP may wish to consider any other matters as raised during the adoption of the agenda or throughout the meeting.

Background: This is a standing item at all meetings allowing for the raising of issue by CDM-AP members that will be considered given the time available.

Agenda item 6. Conclusion of the meeting

20. ► **Action:** The CDM-AP may wish to approve the internal and external reports of the sixty-fifth meeting.

21. ► **Action:** The Chair may wish to close to meeting.

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