CLEAN DEVELOPMENT MECHANISM

CDM-AP67-AA

Annotated agenda

CDM Accreditation Panel sixty-seventh meeting

Version 1.0

Date of meeting: 28 to 31 January 2014

Place of meeting: Bonn, Germany

United Nations
Framework Convention on
Climate Change

PROPOSED AGENDA AND TABLE OF CONTENTS **Page**

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 <u>adopt</u> the proposed agenda for the sixty-seventh meeting.

Background: The agenda was drawn up based on standing agenda items, requests from the CDM-AP and mandates from the CDM Executive Board (hereinafter referred to as 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 <u>provide</u> 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.

Agenda item 2.2.   Planning issues

4.   ▶ *Action:* Members of the CDM-AP may wish to <u>take note</u> of the tentative dates for CDM-AP meetings scheduled for 2014.

Background: At its seventy-sixth meeting the Board agreed to a tentative calendar of meetings for 2014. The tentative meeting dates for the CDM-AP can be found in table 2 of annex 2 of the seventy-sixth meeting report of the Board.

Agenda item 2.3.   Performance management

5.   ▶ *Action*: The CDM-AP may wish to <u>take note</u> of a report on the latest DOE performance monitoring data and agree on actions as appropriate.

Background: Based on the DOE performance data, the CDM-AP at its next meeting or the meeting after, shall decide on the number and type 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 assessments. The CDM-AP shall also initiate spot-checks for DOEs that are in the red zone for indicator I2 in the second version of the monitoring reports.

The following data shall be considered by the CDM-AP:

- Monitoring period 6 (1 July 2012 – 31 December 2012), version 3.0 with submissions finalized as of 30 Sep 2013;
- Monitoring period 7 (1 January 2013 – 30 April 2013), version 2.0 with submissions finalized as of 31 Oct 2013;
- Monitoring period 8 (1 May 2013 – 31 August 2013), version 1.0 with submissions finalized as of 30 Nov 2013.

6.   ▶ *Action***:** The CDM-AP may wish to <u>take note</u> of a report on the implementation of 2013 assessment plans.

Background: The CDM-AP, at its 62nd meeting, established individual assessment plans for the AEs/DOEs. The secretariat will present a report on the implementation of these assessment plans.

7.   ▶ *Action***:** The CDM-AP may wish to <u>take note</u> of the 2014 assessment plans.

Background: The Board, at its 74th and 75th meetings, revised the CDM accreditation standard and the CDM accreditation procedure and agreed on related transitional measures. The revised procedure prescribes rules to establish individual assessment plans, including number of performance assessments, timing and location of regular surveillance assessments of central offices and non-central sites. The secretariat prepared individual assessment plans in line with the revised accreditation procedure and the transitional measures.

8.   ▶ *Action***:** The CDM-AP may wish to <u>take note</u> of a report on the visits deviating from the default duration of four 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 four person-days by up to two person-days, depending on the volume and diversity of work being performed by the site. The CDM-AP requested the secretariat to report on such deviations at the next CDM-AP meeting.

9.   ▶ *Action***:** The CDM-AP may wish to <u>consider</u> the report on the delays of more than seven days, which took place in on-going assessments.

Background: The CDM-AP requested the secretariat to inform it on a regular basis on any delay in the assessment processes exceeding seven days. The CDM-AP also requested the secretariat to prepare an analysis on the past delays for its consideration.

10.   ▶ *Action***:** The CDM-AP may wish to <u>consider</u> a report on performance of the CDM assessment team (CDM-AT) leaders and members and agree on the feedback to be given.

Background: The CDM-AP workplan requires the CDM-AP to continuously enhance capacity and consistency of the CDM-AT experts. To support achievement of this objective, the secretariat will present the latest report on the performance of CDM-AT leaders and experts.

11. ▶ *Action***:** The CDM-AP may wish to agree on re-qualification of the technical experts on the CDM accreditation roster of experts to reflect changes in the definition of technical areas within the sectoral scopes.

Background: The Board, at its 74th meeting, revised the CDM Accreditation Standard and changed the definition of technical areas within the sectoral scopes. The secretariat, based on the changes in the Standard, prepared a proposal to re-qualify current technical experts against new technical areas.

Agenda item 2.4.   Matters related to the panel

12. ▶ *Action***:** The CDM-AP may wish to take note of a presentation from the CDM-AP Chair on the outcomes of the EB 76 meeting and the CMP 9 conference, relevant to the work of the CDM-AP.

Background: The Board held its 76th meeting on 4-8 November 2013. The CMP held its 9th session on 11-22 November 2013.

13. ▶ *Action*: The CDM-AP may wish to take note of a presentation from the secretariat on the recent developments in the JI accreditation process.

14. ▶ *Action*: The CDM-AP may wish to take note of a presentation from the secretariat on actions undertaken in response to the previous CDM-AP requests.

15. ▶ *Action***:** The CDM-AP may wish to take note of an oral report from the secretariat on electronic decisions conducted since the last CDM-AP meeting.

16. ▶ *Action*: The CDM-AP may wish to take note of a presentation from the secretariat on implementation of the revised CDM accreditation procedure and changes in the CDM-AP functions.

Background: The Board, at its 75th meeting, revised the CDM accreditation procedure and agreed on the related transitional measures. The revised procedure introduces a number of new processes and changes some functions of 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. Procedures

17. ▶ *Action***:** The CDM-AP may wish to <u>consider</u> a presentation on the development of the procedure for selection and performance evaluation of the experts on the CDM accreditation roster of experts.

Background: The Board, at its 74th meeting, requested the secretariat, in consultation with the CDM-AP, to elaborate the detailed criteria to operationalize the competence requirements for the accreditation roster of experts in order to align them with the CDM accreditation procedure and the terms of reference for the CDM rosters of experts. Also, at its 76th meeting, the Board requested the secretariat, in its preparation of criteria to operationalize the competence requirements for the accreditation roster of experts and in the review of the system for appraising the performance of experts, to assess the need, if any, to gather feedback from DOEs on the performance of assessment teams.

Agenda item 5. Other matters

18. ▶ *Action***:** The CDM-AP may wish to <u>consider</u> 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

19. ▶ *Action***:** The CDM-AP may wish to <u>approve</u> the internal and external reports of the sixty-seventh meeting.

20. ▶ *Action***:** The Chair may wish to close to meeting.

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Document information

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