

CDM-AP70-AA

Annotated agenda

CDM Accreditation Panel seventieth meeting

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Annotations to the proposed agenda

Agenda item 1. Agenda and meeting organization

Agenda item 1.1. Opening

1. ► **Action:** The Chair of the CDM accreditation panel (hereinafter referred to as the CDM-AP) shall open the meeting.

Agenda item 1.2. Adoption of the agenda

2. ► **Action:** The CDM-AP may wish to adopt the proposed agenda for the seventieth 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 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 Executive Board” (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 take appropriate action during consideration of such matter.

Agenda item 2.2. Planning issues

4. ► **Action:** The CDM-AP may wish to take note of a status update on the implementation of mandates from the Board.

Background: The update will provide the CDM-AP with an overview of current and coming tasks and status of the 2014 workplan.

Agenda item 2.3. Performance management

5. ► **Action:** The CDM-AP may wish to take note of the updated 2014 assessment plans. The CDM-AP may wish to take note of a status update on the implementation of mandates from the Board.

Background: The Board, at its seventy-fourth and seventy-fifth meetings, revised the CDM accreditation standard and the CDM accreditation procedure and agreed on related transitional measures. The period of compliance with the accreditation standard is 1 January 2015 as decided by the Board at its seventy-ninth meeting. The accreditation 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 transitional provisions require the CDM-AP to recommend whether demonstration of compliance with version 6 of the accreditation standard is to be done via regular or additional assessment.

6. ► **Action:** The CDM-AP may wish to consider 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.

7. ► **Action:** The CDM-AP may wish to consider a report on performance of the CDM assessment team (CDM-AT) experts 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 experts.

8. ► **Action:** The CDM-AP may wish to consider the annual conflict of interest analysis prepared in accordance with the procedure for selection and performance evaluation of experts on the CDM accreditation roster of experts.

Background: The provision contained in paragraphs 15 and 16 of the procedure requires the secretariat to conduct an impartiality analysis on an annual basis and notify the CDM-AP on the mitigation measures established.

Agenda item 2.4. Matters related to the panel

9. ► **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.
10. ► **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.
11. ► **Action:** The CDM-AP may wish to take note of an analysis of the type of panel decisions that would benefit from the use of electronic decision-making by 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

12. ► **Action:** The CDM-AP may wish to consider the draft decision on synergy between CDM and JI relating to accreditation, as the outcome of the negotiations of SBI 40.

Background: The Board has requested that the CDM-AP make an analysis of the proposal included in the draft decision on accreditation synergy, as the outcome of the negotiations of SBI 40, for consideration by the Board at its eighty-first meeting.

Agenda item 4.1. Standards

13. ► **Action:** The CDM-AP may wish to consider an update on the work undertaken by “task force on examinations to qualify DOE personnel”.

Background: The Board mandated work to be undertaken to identify practical means for DOEs to conduct the examination to qualify DOE personnel, as required by the CDM accreditation standard (version 05.1) at its seventy-sixth meeting.

At its seventy-eight meeting, the Board considered a progress report and further requested the CDM-AP to consider whether a gradual implementation for conducting exams could be implemented.

At its seventy-ninth meeting, the Board requested the “task force on examinations to qualify DOE personnel” together with two CDM-AP members as nominated by the CDM-AP chair to continue supporting the DOEs in developing a guidance document for their voluntary use. The guidance shall be presented for the Board’s consideration at its eighty-first meeting

14. ► **Action:** The CDM-AP may wish to consider an analysis of previous non-conformities on impartiality and develop further guidance for the CDM-ATs.

Background: The CDM-AP, at its sixty-ninth meeting, raised concerns on the interpretation of requirements in the area of impartiality by CDM-ATs and requested the secretariat to analyse previous NCs on impartiality.

15. ► **Action:** The CDM-AP may wish to consider reviewing its guidance provided to the CDM-ATs on the use of external personnel by DOEs on the basis of the guidance provided for in version 4 of the accreditation standard.

Background: The CDM-AP, at its sixty-seventh meeting, agreed to review such guidance at a future meeting.

Agenda item 4.2. Procedures

16. ► **Action:** The CDM-AP may wish to consider the request by the Board for a concept note on the process for appointment of ATs and the role of the CDM-AP in this process with a view to assess whether revisions of regulations on this matter are required.

Background: The Board at its seventy-ninth meeting adopted the procedure for selection and performance evaluation of experts on the CDM accreditation roster of experts and further requested the CDM-AP and the secretariat to jointly prepare a concept note on the process for appointment of ATs and the role of the CDM-AP in this process for consideration no later than at the eighty-first meeting of the Board. The request is contained in paragraph 13 of the report of the seventy-ninth meeting.

17. ► **Action:** The CDM-AP may wish to consider the request by the Board to prepare a concept note on options on numbers, frequency and timing for assessments of DOEs, and provide inputs.

Background: The Board, at its eightieth meeting, considered the input from the DOE/AIE Forum on paragraphs 115 and 117 of the CDM accreditation procedure version 11.0 and requested the secretariat to maintain current practices and prepare a concept note, in consultation with the CDM-AP, on options on numbers, frequency and timing for assessments of DOEs, ensuring the integrity of the accreditation process while taking into account the impact on costs to DOEs given the current market situation

Agenda item 5. Relation with forums and other stakeholders

18. ► **Action:** The CDM-AP may wish to conduct an interaction with the DOE Forum chair and representatives.

Background: Interaction with the DOE Forum chair is mandated in the CDM-AP workplan.

Agenda item 6. Other matters

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 issues by CDM-AP members that will be considered given the time available.

Agenda item 7. Conclusion of the meeting

20. ► **Action:** The CDM-AP may wish to approve the internal and external reports of the seventieth meeting.
21. ► **Action:** The Chair may wish to close to meeting.

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