

CDM-AP85-AA

Annotated agenda

CDM Accreditation Panel eighty-fifth meeting

Version 01.0

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Place of meeting: Bonn, Germany



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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 eighty-fifth meeting.

Agenda item 1.2. Adoption of the agenda

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

Background: The agenda was drawn-up based on standing agenda items, the workplan of the CDM-AP for 2019, and mandates from the CDM Executive Board (hereinafter referred to as the Board).

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 paragraph 30 of the “Terms of reference of the support structure of the CDM Executive Board”, members of a panel or working group shall abide by the code of conduct of the Board. They shall declare whether they have a pecuniary or financial interest in an issue presented to them as a member of the panel or working group and refrain from participating in any discussion or decision on the issue.

Agenda item 2. Governance and management matters

Agenda item 2.1. Performance management

4. ► **Action:** The CDM-AP may wish to take note of a report on the achievement against the assessment plan for 2019.

Background: The accreditation procedure prescribes rules to establish individual assessment plans, including the number of performance assessments and the timing and location of regular surveillance assessments of central offices and non-central sites. The secretariat prepares and implements individual assessment plans in-line with the accreditation procedure.

5. ► **Action:** The CDM-AP may wish to take note of any delays of more than seven days, which took place in on-going assessments.

Background: The CDM-AP requested the secretariat at its fifty-fifth meeting, to report on any delay in the assessment processes exceeding seven days.

6. ► **Action:** The CDM-AP may wish to decide on the outcome of the performance monitoring of experts on the accreditation roster of experts (CDM ARoE).

Background: In accordance with section 5.4.1 of the procedure for the selection and performance evaluation of experts on the CDM ARoE, the CDM-AP shall consider the results of the monitoring process and decide to maintain the expert on the CDM ARoE or withdraw the expert from the CDM ARoE.

7. ► **Action:** The CDM-AP may wish to take note of a report on the status of the CDM ARoE.

Background: The Board established the ARoE from which it draws experts for the assessment of applicant entities and DOEs for initial accreditation, reaccreditation and other activities in accordance with the CDM accreditation procedure.

Agenda item 2.2. Matters related to the panel

8. ► **Action:** The CDM-AP may wish to take note of a presentation from the CDM-AP Chair on the outcomes of the 103rd and 104th meetings of the Board.

Background: The Board held its 103rd meeting from 12 to 14 June 2019 and its 104th meeting from 9 to 12 September 2019.

Agenda item 3. Rulings (case-specific matters)

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

Agenda item 4. Regulatory matters

10. ► **Action:** The CDM-AP may wish to consider proposals regarding the revision of the “Procedure: Performance monitoring of designated operational entities”.

Background: The Board, at its 102nd meeting, considered proposals to revise the “Procedure: Performance monitoring of designated operational entities” and requested the secretariat and CDM-AP to jointly prepare proposals, based on the guidance provided at that meeting, for the consideration by the Board at its 105th meeting.

Agenda item 5. Relations with forums and other stakeholders

11. ► **Action:** The CDM-AP may wish to interact with the Designated Operational Entity Forum/Accredited Independent Entity Coordination Forum (DOE/AIE Coordination Forum) chair.

Background: In accordance with the “Procedure: Direct communication with stakeholders”, the CDM-AP allocates time for interaction with the DOE/AIE Coordination Forum chair at each CDM-AP meeting.

12. ► **Action:** The CDM-AP may wish to interact with the CDM assessment team leaders.

Background: The CDM assessment team leaders, selected from the CDM ARoE, provide services to the CDM-AP by undertaking assessments of DOEs. This interaction aims to calibrate and align accreditation assessments and the application of the accreditation requirements. This interaction has been scheduled for the morning of the first day of the CDM-AP meeting.

Agenda item 6. Other matters

13. No other issues are scheduled for this meeting.

Agenda item 7. Conclusion of the meeting

14. ► **Action:** The CDM-AP may wish to approve the meeting report.

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