

**CDM-AP86-AA**

## Annotated agenda

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# CDM Accreditation Panel eighty-sixth meeting

Version 01.0

Date of meeting: 24 and 25 February 2020

Place of meeting: Bonn, Germany



**United Nations**  
Framework Convention on  
Climate Change

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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-sixth meeting.

#### Agenda item 1.2. Adoption of the agenda

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

*Background:* The agenda was drawn up based on standing agenda items 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 2019 assessment plan and of the assessment plan for 2020.

*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 information provided for the purpose of designated operational entity (DOE) performance monitoring.

*Background:* The Board, at its 101<sup>st</sup> meeting, requested the secretariat to continue providing information to the CDM-AP as per paragraph 9 of its ninety-second meeting report with additional information related to requests for registration and issuance of programmes of activities (PoAs), requests for renewal of crediting periods of project activities and component project activities, and requests for renewal of PoA periods for the purpose of evaluating the performance of DOEs.

6. ► **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.

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

*Background:* In accordance with section 5.4.1 of the procedure: “Selection and performance evaluation of experts on the CDM accreditation roster of experts”, 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.

8. ► **Action:** The CDM-AP may wish to consider the annual conflict of interest analysis of experts on the CDM ARoE.

*Background:* In accordance with paragraphs 15 and 16 of the Procedure: “Selection and performance evaluation of experts on the CDM accreditation roster of experts”, the secretariat shall conduct an impartiality analysis on an annual basis and notify the CDM-AP on the mitigation measures established.

9. ► **Action:** The CDM-AP may wish to consider the need to launch a call for experts to serve on the CDM ARoE.

*Background:* Paragraph 18 of the “Procedure: Terms of reference of the CDM roster of experts”, states that the secretariat shall launch a call of experts on the UNFCCC website every two years for all rosters of experts.

10. ► **Action:** The CDM-AP may wish to take note of information pertaining to the form “Work plan for the CDM-Assessment Team” (CDM-WP-FORM).

*Background:* As contained in the “Procedure: CDM Accreditation Procedure”, a work plan is the form that contains background information relevant to the assessment and any specific instructions from the CDM-AP. The form is used by the CDM-Assessment Team when conducting its assessment of an entity.

## **Agenda item 2.2. 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 105<sup>th</sup> meeting of the Board.

*Background:* The Board held its 105<sup>th</sup> meeting from 25 to 28 November 2019 in Madrid, Spain.

12. ► **Action:** The CDM-AP may wish to take note of the tentative schedule of CDM-AP meetings for 2020.

*Background:* The Board, at its 105<sup>th</sup> meeting, tentatively agreed to the 2020 meetings calendar, as contained in annex 9 of the 105<sup>th</sup> meeting report of the Board. The schedule is subject to changes the Board may make at its 106<sup>th</sup> meeting (March 2020).

### Agenda item 3. Rulings (case-specific matters)

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

### Agenda item 4. Regulatory matters

14. ► **Action:** The CDM-AP may wish to provide input on the revised “Procedure: Performance monitoring of designated operational entities.”

*Background:* The Board, at its 105<sup>th</sup> meeting, considered proposals contained in a concept note to revise the “Procedure: Performance monitoring of designated operational entities” and agreed to the solutions proposed therein. The Board requested the secretariat to revise the procedure in consultation with the CDM-AP, for consideration by the Board at its 106<sup>th</sup> meeting. The Board further requested the secretariat to obtain input from the DOE/Accredited Independent Entity (AIE) Coordination Forum on the revised procedure.

15. ► **Action:** The CDM-AP may wish to provide input on the proposed amendments to the “Procedure: CDM accreditation procedure”.

*Background:* At its ninety-eighth meeting, the Board made a temporary modification, valid until 28 May 2020, regarding the frequency of performance assessments. The purpose of the revision is to consider the frequency of performance assessments, align with the proposed changes to the “Procedure: Performance monitoring of designated operational entities” (see para. 14 above), address a query raised by CDM-AT leaders at the 2018 calibration workshop and to address editorial amendments.

### Agenda item 5. Relations with forums and other stakeholders

16. ► **Action:** The CDM-AP may wish to conduct an interaction with the 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.

### Agenda item 6. Conclusion of the meeting

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

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### Document information

<i>Version</i>	<i>Date</i>	<i>Description</i>
01.0	17 February 2020	Initial distribution.
Decision Class: Operational Document Type: Annotated agenda Business Function: Governance Keywords: CDM-AP, agenda		