

CDM-AP91-AA

Annotated agenda

CDM Accreditation Panel ninety-first meeting

Version 01.0

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United Nations
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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 ninety-first meeting.

Agenda item 1.2. Adoption of the agenda

2. ► **Action:** The CDM-AP may wish to adopt the proposed agenda for the ninety-first 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” (version 05.0), 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 2021 assessment plan and of the assessment plan for 2022.

Background: The “CDM accreditation procedure” (version 15.0) 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 “CDM accreditation procedure” (version 15.0).

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, at its fifty-fifth meeting, requested the secretariat to report on any delay in the assessment processes exceeding seven days. In addition to this, the CDM-AP, at its ninetieth meeting, requested that the secretariat also report delays of more than seven days in processes that are within the responsibilities of the secretariat.

6. ► **Action:** The CDM-AP may wish to consider the annual conflict of interest analysis of experts on the CDM accreditation roster of experts (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” (version 01.0), the secretariat shall conduct an impartiality analysis on an annual basis and notify the CDM-AP on the mitigation measures established.

7. ► **Action:** The CDM-AP may wish to decide on the outcome of the performance monitoring of experts on the 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” (version 01.0), the CDM-AP shall consider the results of the monitoring process and decide to maintain the expert on the ARoE or withdraw the expert from the CDM ARoE.

8. ► **Action:** The CDM-AP may wish to take note of the following designated operational entity (DOE) performance monitoring reports and decide on actions in accordance with the “CDM accreditation procedure” (version 15.0), as appropriate:

- (a) Report to the CDM Executive Board and CDM-AP on the sixteenth monitoring period: from 1 January 2021 to 30 April 2021 (2nd iteration);
- (b) Report to the CDM Executive Board and CDM-AP on the seventeenth monitoring period: from 1 May 2021 to 31 August 2021 (1st iteration).

Background: As per the “Procedure: Performance monitoring of DOEs” (version 04.0), based on the DOE performance data, the CDM-AP, shall decide on the number and type of performance assessments, the areas to be assessed during the performance assessments, regular on-site surveillance assessments and re-accreditation assessments, and/or any appropriate recommendation in accordance with the “CDM accreditation procedure” (Version 15.0). The CDM-AP shall also initiate spot-checks for DOEs that are in the red zone for indicators I2 and I3 in the first iteration report, in the event the report covers 95 per cent of the requests, or in the second iteration report if the first iteration report did not cover 95 per cent of the requests.

Agenda item 2.2. Matters related to the panel

9. ► **Action:** The CDM-AP may wish to take note of the outcomes of the 112th meeting of the Board.

Background: The Board held its 112th meeting from 26 to 29 October 2021 in Glasgow, the United Kingdom of Great Britain and Northern Ireland.

10. ► **Action:** The CDM-AP may wish to take note of the schedule of CDM-AP meetings for 2022.

Background: The Board, at its 112th meeting, tentatively agreed to the 2022 meetings calendar, as contained in annex 4 of the 112th meeting report of the Board. The schedule is subject to changes the Board may make at its upcoming 113th meeting.

Agenda item 3. Rulings (case-specific matters)

11. ► **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 provide input on the revision of the “CDM accreditation procedure” (version 15.0).

Background: The purpose of the proposed revision is to: (1) Extend the period of three mandatory performance assessments in the five-year accreditation cycle, which is due to expire after 28 May 2022; (2) Improve the process for request for review of non-conformities by introducing an opportunity for the CDM-AT to submit information; (3) Clarify an opportunity for a DOE to submit evidence to support its clarification or comments on the CDM-AT’s findings, during the preparation of the performance assessment reports; (4) Correct inconsistencies regarding the documents required to be submitted by the DOE in its application and the desk review requirement for re-accreditation.

Agenda item 5. Relations with forums and other stakeholders

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

Background: In accordance with the “Procedure: Direct communication with stakeholders” (version 02.0), the CDM-AP allocates time for interaction with the DOE/AIE Coordination Forum chair at each CDM-AP meeting.

Agenda item 6. Other matters

14. ► **Action:** The Board may wish to provide input on the draft concept note related to remote validation or verification conducted by DOEs.

Background: The Board, at its 112th meeting, requested the secretariat, in consultation with the CDM-AP, to prepare a concept note on how to conduct remote validation and/or verification/certification, in order to ensure that remote validation and/or verification/certification conducted by DOEs achieve a high level of assurance. The Board also requested the secretariat to submit the concept note for their consideration at its next meeting.

Agenda item 7. Conclusion of the meeting

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

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